



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

AGENDA

Tuesday, May 12, 2020

6:00 PM

GoToMeeting

BOARD OF MANAGERS:

Mike Myser, President; Curt Hennes, Vice President; Charlie Howley, Treasurer;

Bruce Loney, Secretary

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 – GoToMeeting

- Increasing Frequency of Heavy Rain Events (Craig Schmidt, NOAA)
- Fund Transfers—Existing Request (Diane Lynch)
- Fund Transfer—New Request (Diane Lynch)
- Carp Genetics (Guest from MN Aquatic Invasive Species Research Center)
- Alum and Phosphorus Metrics (Carl Almer)

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) <ul style="list-style-type: none"> ○ Water Quality, Water Storage and AIS Inspections 4.2 Acceptance of the 2019 Audit (Vote) (Please see website for report, pending approval) https://www.plslwd.org/wp-content/uploads/2020/05/2019-FINAL-Annual-Financial-Report.pdf 4.3 Approval of new CAC member Christopher Crowhurst (Vote) 4.4 Approval of WRMP for 90-day BWSR Review (Vote) 4.5 Award of the Upper Watershed Blueprint Consultant (Vote) 4.6 Liability Coverage Waiver Form (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 – April 14 Board Meeting and Workshop; Special Board meetings 4/24 and 4/30

	5.2	Meeting Minutes—April 30 CAC Meeting
	5.3	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"> • COOPERATORS MEETING, MAY 14 12:00-1:30 P.M. • CAC MEETING, MAY 28 6:30-8:00 P.M.



MAY 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<i>Storage & Infiltration Projects</i> <i>Project Lead: Diane</i>	<ul style="list-style-type: none">• Waiting for information from Scott County Abstract and Title	<ul style="list-style-type: none">• Review Scott County Abstract and Title's draft easements• Prepare purchase agreements with landowners

MAY 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<p>Carp Management <i>Rough Fish Management (Class 611)</i> <i>Carp Management Project (Class 750 & 751)</i> <i>Project Lead: Maggie</i></p>	<ul style="list-style-type: none"> • Tracking: Continued to track radio-tagged carp across Spring and Prior Lakes. Continuing to get the final PIT tag stations up and running for the season in key channel connections. • Seines: On April 24th, commercial fishermen were engaged for an open water seine on Spring Lake. We used a combination of tools to move the carp to the seining area: block nets, underwater speakers, and small gill nets. Roughly 5,000 pounds of carp were caught and taken to Grazing Acres buffalo ranch in Elko for disposal. • Specialized Trap Nets: A push trap has been installed at the desilt pond to capture carp as they attempt to move upstream to spawn. Another specialized trap will be installed at the Arctic Lake outlet within the week which also takes advantage of spawning behaviors. • Electrofishing: Completed small electrofishing efforts on Upper Prior Lake in Mud Bay. These efforts will get larger as carp begin to spawn in this area. • Gill Netting Pilot Project: Since the last Board meeting, three additional gill netting efforts have been completed on April 21st, 22nd and 30th. Roughly 500 lbs. of carp were caught. The special permit for this pilot project is now expired and we will be working with the DNR on next steps. • Bluegill Stocking: Received the stocking permit from the DNR. Waiting for suitable conditions to stock the bluegill. • Baited Box Traps: Ordered box traps and began planning steps for safely engaging volunteers to help bait traps starting mid-June. 	<ul style="list-style-type: none"> • WSB and PLSLWD staff will continue to track the tagged carp. • Install permanent barrier and weir updates at FeCl site. • Work with WSB to schedule and coordinate upcoming carp removals as opportunities arise for both electrofishing and micro-haul events. • Complete follow-up efforts for Gill Netting Pilot Project. • Install wireless cameras for observing specialized traps and/or key spawning activity sites. • Install specialized trap net in Arctic Lake outlet. • Coordinate citizen-assisted baited box traps this June. • Implement Carp Training Program again this spring. • Stock bluegills in Northwood pond and Geis wetland. • Finish reinstalling seasonal PIT tag stations to track carp movements between waterbodies.

MAY 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Public Infrastructure Partnership Projects <i>Project Lead: Maggie & Diane</i>	<ul style="list-style-type: none"> Discussed projects with Board President Board decided to transfer funds to help pay for upcoming alum treatments 	
Alum Treatments <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Spring Lake Alum Treatment in progress 	<ul style="list-style-type: none"> Grant docs due for Upper Prior Begin Upper Prior Alum Treatment
Ferric Chloride System Operations <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Installed Area Velocity meter at CD3 Installed and maintained temporary carp barrier at Ferric Chloride weir DMR Report Samples taken weekly and inspections 3x/week 	<ul style="list-style-type: none"> Approve new NDPES permit Install new walkway/fish barrier DMR Report Install area velocity meter at CD3 Get quote for new driveway approach? Sample weekly and inspections 3x/week
Farmer-Led Council <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Rescheduled Growing Healthy Soils event and engaged a speaker for the second event of the series funded by the BWSR grant: January 14th Dave Brandt and March 10th Rick Clark. Continued to work with Scott SWCD to ensure no loss of momentum for FLC initiatives during the COVID-19 crisis. Explored new vertical tillage program with farmers. 	<ul style="list-style-type: none"> Begin planning for FLC meeting in July, whether that be in-person or remote meeting. Sign up farmers for no-till and cover crops programs by August. Explore farmer mentorship program with FLC.
Cost Share Incentives <i>Project Lead: Kathryn, Diane</i>	<ul style="list-style-type: none"> Respond to cost-share requests and questions as received. 	<ul style="list-style-type: none"> Respond to cost-share requests and questions as received.
Spring Lake Parcel Restoration Project <i>Project Lead: Maggie & Kathryn</i>	<ul style="list-style-type: none"> No new activity. 	<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"> No new activity. 	<ul style="list-style-type: none"> Install educational interpretative signs Host ribbon-cutting event later this year to highlight restoration
Fish Lake Shoreline & Prairie Restoration Project <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> No new activity. 	<ul style="list-style-type: none"> MN Native Landscapes will conduct restoration maintenance/establishment work Site visits will likely start in June, depending on site conditions.

MAY 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
CR 12/17 Wetland Restoration <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Site visit to assess outlet structure issues, communicated concerns to the City and County. 	<ul style="list-style-type: none"> Meet with the County & City on-site for another effort to trouble-shoot outlet structure issues. Officially hand over vegetation maintenance of project to City of Prior Lake.
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"> Reviewed comments with the Board Conservationist Revised the Plan, once again 	<ul style="list-style-type: none"> Transmit to BWSR once the Board approves it for the 90-day review
Feasibility Reports <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> EOR continued to make progress towards finishing up the Spring Lake West Subwatershed Feasibility Study. 	<ul style="list-style-type: none"> Conduct in-person meeting with farmer and landowner for the Spring Lake West subwatershed project when COVID-19 restrictions are lifted. Coordinate remote meeting with MnDOT and City of Savage to discuss options for Lower Prior Lake subwatershed project.
Website and Media <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> Website articles posted: Alum treatment starts May 4; 50th Anniversary brochure/article; Low-flow gate closed; Special board mtgs: April 24., May 7 Prior Lake Am: District mentioned in Earth Day feature article; submitted article on alum SCENE: Submitted articles on carp and alum for June/July edition Facebook & Twitter- normal posting, carp seine, alum posts received a lot of attention. 	<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"> April meeting was held via Go To meeting due to Covid-19 Subcommittees researching topics – Christian discussed fish stocking with staff Coordinate subcommittee work Subcommittee for PLSLWD Anniversary worked on several items. 50th anniversary brochure was completed 	<ul style="list-style-type: none"> Subcommittees complete Fact Sheets May meeting will be held online via Go To Meeting

MAY 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
MS4 Education Program <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> Planning events and activities for District anniversary and designed brochure to highlight District accomplishments over last fifty years. Added 50th anniversary page to website. Completed & submitted BWSR Annual Report 	<ul style="list-style-type: none"> Implement education activities Complete 2020 Education Plan Plan anniversary events and activities
Monitoring Program <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Lined up Boat Inspections at the launches Finished equipment install Three Rivers Park District sampling lakes CAMP contract completed – volunteers to start soon 	<ul style="list-style-type: none"> Start sampling all streams not allowed to sample during stay at home
Aquatic Vegetation Management and Surveys <i>(Class 626 and 637)</i> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Lakes delineated for CLP 	<ul style="list-style-type: none"> Get permits and line up contractors for CLP CLP surveys and treatments
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. Sent out annual easement newsletter. 	<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

MAY 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"> Coordinated with the County to address a working-without-a-permit violation near Sutton Lake, and responded to multiple calls/emails by concerned neighbors. The Xeon Avenue project includes roughly 2-3 acres of grading for a dirt bike course directly next to two of the PLSLWD's existing conservation easements. The landowner has been issued a citation from the County and a memo with the District's comments has been included in the County's comments on the permit request once it was submitted. Completed inspections on permit sites and followed up with permittees. Met with MnDOT and the contractor on the #18.05 at the FeCl site and discussed steps moving forward. The contractor has installed additional permanent BMPs to address the slumping issue by the culvert on both the north and south end. EOR provided official response to MnDOT on the request to use the proposed rules for Project 7011-29 on TH 282 after the last Board meeting. 	<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"> Met with the Board to discuss the innovative approach 	<ul style="list-style-type: none"> Invite a subgroup from the TAC to review rule revisions Present the revisions at an upcoming Board meeting for final approval
Outlet Channel O&M <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Cut down invasive Siberian Elms and created turtle logs in Jeffers Pond Weekly channel inspections Cleared obstructions in culverts and structure Met w/SMSC to discuss maintenance Closed low-flow gate 	<ul style="list-style-type: none"> Weekly channel inspections Televise outlet pipe Invasive plant management in channel
Outlet Channel Bank Erosion (FEMA) <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Staff walked the channel with Barr Engineering Barr completed a punch list for review by staff 	<ul style="list-style-type: none"> Conduct final inspection File payment requests
Outlet Channel Admin <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none"> Finalized contract with AES for vegetation maintenance Chose contractor to televise outlet pipe 	<ul style="list-style-type: none"> Cooperators Meeting May 14

MAY 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Outlet Channel MS4 Permit <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none">• No activity	<ul style="list-style-type: none">• Annual report due June 30

PRIOR LAKE – SPRING LAKE

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

4.2 Annual Financial Audit

Abdo, Eick & Meyers will make a brief presentation and answer questions on the 2019 Annual Financial Audit.



Subject 	CAC Member Application for Christopher Crowhurst	
Board Meeting Date 	May 12, 2020	Item No 4.3
Prepared By 	Kathryn Keller-Miller	
Proposed Motion 	Approve CAC membership application for Christopher Crowhurst	

Background

The District's Citizen Advisory Committee (CAC) is composed of residents of the watershed district and advises the Board of Managers on topics relevant to the District. The CAC reviews applications for new members and provides a recommendation for membership to the Board.

Discussion

Upon review of the application for Christopher Crowhurst and discussion at the April 28, 2020 CAC meeting, the CAC feels that Mr. Crowhurst would be a valuable addition to the CAC.

Recommendation

The CAC and staff recommend that the Board move to approve the application of Christopher Crowhurst for membership to the CAC.



**CITIZEN ADVISORY COMMITTEE
APPLICATION**

Name:	Christopher Crowhurst
Address:	8935 Woodhill drive, Savage, MN 55378 and 1980 Lake View Drive, Spring Lake Twsp, MN 55352
Phone:	952-428-9141
E-mail:	christopher@qajaqrolls.com
Occupation:	Chief Technology Officer
Employer:	NOVUS Media LLC.
Employer's Address:	2 Carlson pkwy N, Ste 400, Minneapolis, MN 55447
How long have you lived in the District?	15 Years Since 2005
<p>Please state briefly why you are interested in serving on the Citizen Advisory Committee:</p> <p>I am an active kayaker and practice traditional paddle in Spring Lake all season. The water quality profoundly affects my health and the utility of the lake. I would like to get actively involved in efforts to remove pollutants and return the lake to its natural state of health. Also our lake home is very susceptible to water level changes and floods frequently so I am interested in water storage and management solutions to deal with the change in surface permeability that development has brought to the area.</p>	

What focus area would you like to volunteer to assist the CAC with in 2020?

- Shoreline Restoration (Water Quality) ☒___
- Fish Stocking (Water Quality & AIS) _____
- Storage Assessment, Plans & Wetland Banking (Reduce Flooding) ☒___
- Grants/Fundraising (Administration) _____
- 50th Anniversary (Administration & Water Quality)_____
- Bylaws Update (Administration)_____
- Other ideas you would like the CAC to consider_____

Either would be of interest to me.

Conflict of interest is defined as the participation in any activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether it be direct or indirect. In accordance with this definition, do you have any legal or equitable interest in any business, however organized, which could be construed as a conflict of interest?

Yes ____ No ☒_ If yes, please provide details:

Are you related to any Watershed District Board Member or to any member on the Citizens Advisory Committee? If so, give name and relationship.

No

Other qualifications, experience, information or comments you would like to submit.

I am a colleague and friend of Christian Morkeberg, and we championed the legal efforts to address issues with the Spring Lake Ridge Development together, he suggests that I may be able to add value to the CAC.

I have a degree in engineering and considerable experience in science and product research and development.

PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY

RETURN THIS COMPLETED APPLICATION FORM TO:

Diane Lynch
Prior Lake-Spring Lake Watershed District
4646 Dakota Street SE
Prior Lake, MN 55372
dlynch@plslwd.org
(952) 440-0067

This application will be kept on file for 12 months.

PLSLWD Board Staff Report
May 7, 2020



**PRIOR LAKE
SPRING LAKE
WATERSHED DISTRICT**

Subject 	Water Resources Management Plan 90-Day Approval	
Board Meeting Date 	May 12, 2020	Item No 4.4
Prepared By 	Diane Lynch	
Proposed Motion 1 	Approve the draft WRMP Plan to send to the MN Board of Soil and Water Resources for their 90-Day Review Process	

Background

The District is revising its 2010 Water Resources Management Plan to comply with state mandate. The Board will review the final draft before it goes to the state agency.

Discussion

The 2020 Water Resources Management Plan was revised to incorporate comments from local and state agencies.

Recommendation

Staff recommends the Board supports approving the draft Plan so that it can receive its 90-Day review by the MN Board of Water Resources.



4.5 Award of the Upper Watershed Blueprint Consultant

On April 16, 2020, the District invited 5 firms from its Consultant Pool to respond to an RFP to create an Upper Watershed Blueprint. The Upper Watershed Blueprint will be used as a prioritized implementation roadmap for the PLSLWD and local partners to improve water quality conditions and reduce flooding. Proposals were due on May 4 and three consultants responded. Staff recommended two firms for interviews and they were interviewed on May 7.

The Board will award the contract to one of the two firms interviewed.



LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to psstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

WORKSHOP MEETING MINUTES

Tuesday, April 14, 2020

Prior Lake City Hall

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

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

Others Present: Carl Almer, EOR; Glenn Kelley, Spring Lake Township

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

Upper Watershed Study RFP

Carl Almer reviewed the draft RFP for the Upper Watershed Blueprint. The RFP will go to firms in the District's Consultant Pool: Wenck, WSB, Houston and Respec. (Stantec was added to this later).

Alum Treatment Budget

The cost of the Spring and Upper Prior alum treatments was discussed.

2020 Board Retreat Topics and Deliverables

The Board reviewed the summary provided by Diane Lynch. There was on correction under Administrative Costs. The sentence should be changed to: The total of staff salary increases should be less than 5% annually. Diane reviewed the Updated 2019 Annual Staff Time Report and indicated that the range of June-December was due to format changes in Harvest. Diane reviewed the 2020 First Quarter Staff Report. The Board prefers to see actual hours with a % of time spent for each code. Diane provided an Administrative Expenses report. The Board asked that items in Planning that are actually Administrative items should be indicated.

Emerging Issues

No additional issues were discussed.

The meeting adjourned at 6:00 p.m.



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, April 14, 2020

GoToWebinar

6:00 PM

Members Present: Mike Myser, 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: John Holt, HAB
Greg Wilson, Barr Engineering
Christian Morkeberg, CAC

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Myser at 6:16 PM.
- **2.0 PUBLIC COMMENT:** None
- **3.0 APPROVAL OF AGENDA**
Manager Hennes moved to approve the agenda with removal of items 4.6 and 4.7. Second by Manager Loney. 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 CITY OF SHAKOPEES SURFACE WATER MANGEMENT PLAN APPROVAL**
Manager Loney moved to approve the City of Shakopee's Surface Water Management Plan, noting that items #3 and #4 will be completed in the future. Second by Manager Hennes. All ayes. Motion passed 4-0.

- **4.3 LESEUER COUNTY'S REQUEST REGARDING ONE WATERSHED ONE PLAN PARTICIPATION**

Manager Loney made a motion for the PLSLWD to not participate in the LeSeuer County's One Watershed One Plan request at this time. Second by Manager Hennes. All ayes. Motion passed 4-0.

- **4.4 BOAT INSPECTIONS CONTRACT APPROVAL**

Manager Hennes moved to approve the Boat Inspections Contract to Waterguards. Second by Manager Howley. All ayes. Motion passed 4-0.

- **4.5 AUTHORIZATION TO AWARD ALUM CONTRACT**

Manager Loney moved to authorize an Alum Contract with HAB with final dosing levels to be determined after evaluation of sediment cores and approval by the Board in a Special Meeting. Second by Manager Hennes. All ayes. Motion passed 4-0.

- **4.6 PROPOSED RULES, MNDOTS REQUEST – *REMOVED FROM AGENDA***

- **4.7 PUBLIC INFRASTRUCTURE PARTNERSHIPS PROJECTS 2020 PLAN – *REMOVED FROM AGENDA***

- **5.0 APPROVAL OF CONSENT AGENDA**

Manager Hennes moved to approve the Consent Agenda. Second by Manager Loney. 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**

None

- **8.0 UPCOMING MEETINGS/EVENTS**

- CAC Meeting, Thursday, April 30, 6:30 – 8:00 PM

ADJOURNMENT

Manager Hennes moved to adjourn meeting. Second by Manager Loney. All ayes. Motion passed 4-0. Meeting adjourned at 8:37 PM.

Bruce Loney, District Secretary



SPECIAL MEETING MINUTES

Friday, April 24, 2020

GoToMeeting

4:00 PM

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

Staff & Consultants Present: Diane Lynch, District Administrator
Carl Almer, EOR, District Engineer
Brett Emmons, EOR, District Engineer

Others Present: None

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Myser at 4:00 PM.
- **ALUM TREATMENT UPDATE, DOSING AND FUNDING APPROVAL:**
Manager Loney moved to approve dosing, alum treatment scheduling and paying for alum treatments as indicated in the Staff Memo dated April 24, 2020. Second by Manager Hennes. All ayes. Motion passed 4-0.

Manager Hennes moved to approve budget transfers from Sutton Lake, Public Infrastructure and Boat Inspections to the Alum Internal Loading Reserve line items, as indicated in the Staff Memo dated April 24, 2020. Second by Manager Loney. All ayes. Motion passed 4-0.
- **MnDOT's RULE REQUEST:**
Manager Hennes moved to approve MnDOT's request to review their plans on TH 282 west of TH 13 using the Proposed Rules currently drafted. Second by Manager Loney. All ayes. Motion passed 4-0.
- **MAWD's REQUEST REGARDING BONDING BILL:**
Discussion of the proper response to MAWD's request. By consensus it was decided to have Mike Myser and Diane Lynch work on a response that is generally supportive of watershed projects in the bonding bill being discussed by the legislature. No vote taken.

ADJOURNMENT:

Manager Hennes moved to adjourn the meeting. Second by Manager Howley. All ayes. Motion passed 4-0. Meeting adjourned at 5:15 PM.

Bruce Loney, District Secretary



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

SPECIAL MEETING MINUTES

Thursday, April 30, 2020

GoToMeeting

4:00 PM

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

Staff & Consultants Present: Diane Lynch, District Administrator
Brett Emmons, EOR, District Engineer

Others Present: None

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Myser at 4:00 PM.

- **REVIEW OF 2020 CLEAN WATER FUND COMPETITIVE GRANT PROGRAM PROJECT AGREEMENT**

Discussion centered on the requirements and conditions for the District to meet certain standards in the Agreement. The general consensus is for the District to meet the water quality standards in Paragraph G, in the Agreement.

Manager Loney moved to approve the Agreement and to authorize the signing of the Agreement by the Board President, with modifications to the Agreement on future expenditures based on core samples and water quality standards in chlorophyll-a, sechi depth, and total phosphorous. Second by Manager Hennes. All ayes. Motion passed 4-0.

ADJOURNMENT

Manager Hennes moved to adjourn meeting. Second by Manager Howley. All ayes. Motion passed 4-0. Meeting adjourned at 5:15 PM.

Bruce Loney, District Secretary



Citizen Advisory Committee

Meeting Minutes

Thursday April 30, 2020

6:30-8:00 p.m.

Virtual Meeting via Go To Meeting (Due to Covid-19)

Attendees:

- **CAC Members present:** Christian M, Woody, Jodi, Jim W
- **Others present:** District Staff: Kathryn K-M; Board Members: Bruce L, Curt H

- I. **Call meeting to order 6:30 pm** – Chair Christian Morkeberg
- II. **Agenda-Additions-Approval of Agenda & February 2020 meeting minutes.**
 - a. Jodi approves, Woody seconded approval of February minutes
 - b. Agenda approved
 - c. Note: March meeting was canceled due to the coronavirus pandemic
- III. **April Board meeting update** - Christian
 - a. Final approval of draft Water Resources Management Plan
 - b. Lake levels are in good shape
 - c. Ferric chloride facility has started operation for the year. Tank was refilled.
 - d. Alum treatment for Spring/Upper Prior Lakes discussion. Were waiting on core sample results to determine dosing. Spring Lake treatment starts Monday, May 4. Upper Prior likely later in May. Grant covering most of cost for Upper Prior. CAC discussed ways to inform public of treatment.
 - e. Requesting an RFP (Request for Proposal) for a consultant to put together an Upper Watershed Storage Plan.
 - f. **May Board Meeting attendee** – Jim
- IV. **Review new CAC member application** – Christopher Crowhurst
 - a. Recommendation to Board: Appoint Christopher Crowhurst to CAC (Jim proposed motion, Jodi seconded; motion passed)
 - b. **CAC Members Update:** Marianne has resigned from the CAC because she is moving outside the District. Jerry has also notified Christian that he is resigning.
- V. **Subcommittee Reports**
 - a. **50th Anniversary** (Kim)
 - i. 50th brochure is complete and has been distributed and is online. Will likely print later once back in the office. Have a 50th Anniversary page on District website. Working on Hike the Watershed map and articles for local newspapers.
 - b. **Fish Stocking** (Christian)
 - i. Christian presented his findings on fish stocking potentially recommend stocking bluegills and consider stocking black crappies on Spring/Prior Lakes. Woody hasn't seen any problems with bass on Prior Lake, though he isn't a big fisherman. Was agreement on CAC with recommendations. Goal to present at the June Board meeting; provide recommendation at May CAC meeting.
 - c. **AIS/Signage** (Jodi)

- i. Goal to present at the July Board meeting. Will bring update next meeting.
- d. **Shoreline Restoration** (Jodi)
 - i. No updates
- e. **Storage Assessment, Plans and Wetland Banking** (Woody, Jim)
 - i. No updates
- VI. **Staff Project Updates**
 - a. Lots of activity with carp, including a seine on Spring Lake and gill netting removals on Upper Prior. Barriers are in several locations around District. Continuing to track carp. Alum treatment starts Monday, May 4 on Spring Lake, likely at end of May for Upper Prior Lake.
- VII. **Goals & Topics for May Meeting**
 - a. Final recommendations for fish stocking to present to the Board in June.
 - b. Discuss AIS signs and aim to present to Board in July. If decide to approve, look to install AIS signs in 2021.
 - c. Concern about shoreline restoration at Spring Lake Regional Park after park development. Might get trampled with people trying to access shoreline, fish, etc.
 - d. Elect new Vice President
- VIII. **Staff & Other Announcements**
- IX. **Adjourn** – 8:09 pm

Upcoming Meetings:

- Board Meeting: Tues, May 12, 2020, 6:00 pm
- CAC Meeting: Thurs, May 28, 2020, 6:30-8:00 pm

5/12/2020
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 5/7/2020

Vendor	Invoice	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
Barr Engineering	23701093.00 1	Spring Lake Phase 3 Alum Treatment	2,598.50
EOR	00758-0019	Sutton Lake Outlet Modification	581.58
EOR	00758-0130	Upper Prior Lake Alum Treatment	2,003.25
EOR	00758-0018	General Engineering	1,376.00
EOR	00758-0019	Spring Lake West Subshed BMP Feasibility	2,702.25
EOR	00758-0019	Permitting	2,395.55
EOR	00758-0018	District Plan Update	8,142.25
EOR	00758-0019	Rule Revisions	910.50
EOR	00758-0130	AIS Boat Ramp Inspections	63.50
EOR	00758-0130	PIPP Redwing Ave	43.00
EOR	00758-0136	Upper Watershed Blueprint	1,262.00
EOR	00758-0123	Lower Prior Subshed 6 & 6 Retrofit Feasibility	41.00
Grazing Acres	100	Carp Disposal	500.00
HAB	20-501	Spring Lake Alum Treatment	200,000.00
Hydrite Chemical	23522257	Ferric Chloride	5,557.16
RMB	497918	Lab Analysis	294.00
RMB	496983	Lab Analysis	438.00
RMB	497380	Lab Analysis	292.00
RMB	498606	Lab Analysis	294.00
Scott County Absstract & Title Co	31263-01	Title Search Fees (3)	1,500.00
Smith Partners	41409	Water Resource Plan	300.30
WSB	R-015516-000 2	Carp Management	1,179.75
WSB	R-015516-000 3	Carp Management	17,170.75
Xcel Energy	674779216	May	28.63
Subtotal			249,673.97
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
Barr Engineering	23701605.00 14	PLOC Stabilization	585.00
Barr Engineering	23701065.00 13	PLOC Stabilization	620.00
EOR	00758-0039	PLOC Engineering Assistance	1,198.75
EOR	00758-0126	PLOC Vegetation Maintenance	113.25
HG & K		April Accounting	381.25
Subtotal			2,898.25
3. Payroll, Office and Overhead			
ADP Manager Per Diems		Already Paid	0.00
ADP Staff Payroll		Already Paid	20,701.31
ADP Taxes & Benefits		Already Paid	12,677.81
Abdo, Eick & Meyers	429259	2019 Financial Audit	2,000.00
Connexus Credit Union		Health Savings Account	205.38
H SA Bank		Health Savings Account	115.38
HG & K		April Accounting	3,205.00
Iceberg Web Design	33509	Website Update	87.50
League of MN Cities	40002864	Property/Casualty Coverage Plan	6,332.00
Metro Sales	1583266	Copy Machine Contract	110.60
NCPERS		Life Insurance	80.00
Prior Lake Chamber of Commerce	9607	Directory	30.00
Smith Partners	41482	General Admin & Legal	311.50
VISA		April Charges	2,623.44
Subtotal			48,479.92
4. Debt repayment and Interest			
Northland Trust Services		Principal	
Northland Trust Services		Interest	
Northland Trust Services		Agent Fee	
Subtotal			0.00
TOTAL			<u>301,052.14</u>

X _____

X _____

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT
Financial Report - Cash Basis
January 1, 2020 Through April 30, 2020

Page 26

	405 General	509 Projects	Debt Service	Held for Future Use	Budget Adjustment		2020 Expenditure Budget	Monthly Paid Expenses	YTD Paid Expenses	Percent Spent
Administrative Salaries and Benefits	150,799	-	-	-			150,799	4,691	31,563	
703 - Telephone & Internet	15,400	-	-	-			15,400	1,674	3,654	
706 - Office Supplies	8,690	-	-	-			8,690	1,952	3,995	
709 - Insurance and Bonds	8,500	-	-	-			8,500	-	(442)	
670 - Accounting	25,900	-	-	-			25,900	1,736	10,374	
671 - Audit	10,250	-	-	-			10,250	8,500	8,690	
903 - Fees	1,200	-	-	-			1,200	240	8,861	
660 - Legal (not for projects)	5,000	-	-	-			5,000	-	-	
Administration	225,739	-	-	-	-		225,739	18,792	66,695	29.55%
Program Salaries and Benefits (not JPA/MOA)	-	340,202	-	-	-		340,202	29,656	120,434	35.40%
Public Infrastructure Partnership Projects	-	100,000	-	-	(100,000)		-	-	474	
Storage & Infiltration Projects--Sutton Lake	-	311,641	-	-	(104,641)		207,000	1,533	8,902	
550 Capital Projects	-	411,641	-	-	(204,641)		207,000	1,533	9,375	4.53%
Farmer-led Council	-	61,000	-	-			61,000	921	3,102	
Identify and Mitigate Channel Erosion	-	5,000	-	-			5,000	-	-	
Cost-Share Incentives	-	58,000	-	-			58,000	-	-	
Highway 13 Wetland, FeCl system & Desilt, O&M	-	57,800	-	-			57,800	1,345	2,626	
Fish Point Park Retrofits	-	2,000	-	-			2,000	-	-	
Aquatic Vegetation Mgmt	-	6,000	-	-			6,000	-	-	
Fish Management, Rough Fish Removal	-	58,805	-	-			58,805	67	29,669	
Spring Lake Demonstration Project Maintenance	-	1,500	-	-			1,500	-	-	
Raymond Park Maintenance	-	2,000	-	-			2,000	-	-	
Alum Internal Loading Reserve	-	385,000	-	-	212,641		597,641	3,199	3,990	
County Rd 12/17 Maintenance	-	5,000	-	-			5,000	-	-	
FeCl carp barrier tine replacement project	-	38,000	-	-			38,000	-	-	
Fish Lake TMDL Implementation	-	3,000	-	-			3,000	-	-	
Pike Lake TMDL Implementation	-	3,000	-	-			3,000	-	-	
Indian Ridge Maintenance	-	1,500	-	-			1,500	-	-	
Fairlawn Shores Maintenance	-	1,500	-	-			1,500	-	-	
611 Operations & Maintenance	-	689,105	-	-	212,641		901,746	5,532	39,386	4.37%
Engineering not for programs	-	30,000	-	-			30,000	1,025	2,229	
Planning and Program Development	-	32,000	-	-			32,000	394	2,313	
Comprehensive Wetland Plan Update	-	17,500	-	-			17,500	-	-	
Boundary Change Exploration	-	2,000	-	-			2,000	108	194	
Develop an Upper WS Storage Projects Plan	-	10,000	-	-			10,000	-	-	
LGU Plan Review	-	3,000	-	-			3,000	483	2,708	
District Plan Update	-	50,000	-	-			50,000	8,408	14,847	
Feasibility Reports	-		-	-				-	21,646	
626 Planning	-	144,500	-	-	-		144,500	10,417	43,937	30.41%
District Monitoring Program	-	87,100	-	-			87,100	910	1,497	
District-wide Hydraulic & Hydrologic model	-	32,000	-	-			32,000	-	-	
Automated Vegetation Monitoring	-	4,700	-	-			4,700	-	2,700	
Aquatic Vegetation Surveys	-	20,000	-	-			20,000	-	-	
Boat inspections on Spring, Upper & Lower Prior	-	28,000	-	-	(8,000)		20,000	1,336	1,336	
637 Monitoring & Research	-	171,800	-	-	(8,000)		163,800	2,246	5,533	3.38%
Permitting and Compliance	-	13,000	-	-			13,000	1,486	4,614	
Update MOAs with cities & county	-	5,000	-	-			5,000	-	-	
BMP and easement inventory & inspections	-	11,000	-	-			11,000	2,662	3,022	
Non-project Reg. Reporting, Rules & Stand. Rev.	-		-	-				1,218	10,140	
648 Regulation	-	29,000	-	-	-		29,000	5,365	17,776	61.30%
MS4 Education program	-	10,000	-	-			10,000	-	-	
Prior Lake-Savage Schools partnerships	-	250	-	-			250	-	-	
CAC Training & Supplies	-	2,500	-	-			2,500	-	-	
50th Anniversary projects	-	5,000	-	-			5,000	-	-	
Educational signs	-	2,000	-	-			2,000	-	-	
652 Education & Outreach	-	19,750	-	-	-		19,750	-	-	0.00%
Carp Management/Removal	-	240,000	-	-			240,000	74	1,499	
Capital Projects--Grants	-	240,000	-	-	-		240,000	74	1,499	0.62%
PLOC Restoration, Maintenance & Monitoring	-	90,220	-	-	-		90,220	-	90,220	100.00%
Bond Payments	-	-	177,175	-	-		177,175	-	350,917	198.06%
Total excluding JPA/MOA expenses	225,739	2,136,218	177,175	-	-		2,539,132	73,615	745,772	29.37%
JPA/MOA Expenses							380,750	7,998	26,757	7.03%
Total organization budget							2,919,882	81,614	772,529	26.46%

**** Amount of Grant and Fees assumed to be awarded included in the amounts above:**

611 Farmer-led Council - Grant amount	10,000	10,000
611 Aquatic Vegetation Mgmt - Grant amount	6,000	6,000
637 District-wide Hydraulic & Hydrologic model - Grant amount	16,000	16,000
648 Permitting and Compliance - fee revenue	1,000	1,000
648 BMP and easement inventory & inspections - fee revenue	1,000	1,000
Capital Projects-Grants, Carp Management/Removal - Grant amount	90,000	90,000
	<u>124,000</u>	<u>124,000</u>

No assurance is provided on this statement.

This statement omits required disclosures.

This statement is prepared on the cash basis of accounting.