



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

AGENDA

Tuesday, June 9, 2020

6:00 PM

Prior Lake City Hall

www.plslwd.org

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 – Parkview Conference Room

District's Financial System (Includes Credit Card Policy)

FeCl Key

Upper Watershed Blueprint Update

Jon Boat Cover

FEMA Payment Update

Covid-19 Return to Work Discussion

Sutton Lake Project Update

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	Introduction of interns
	4.2	Programs & Projects Update (Discussion Only) <ul style="list-style-type: none">○ Water Quality, Water Storage and AIS Inspections (includes Alum Treatment Update, FEMA Bank Repairs)
	4.3	Presentation on Fish Stocking (Christian Morkeberg, CAC)
	4.4	CAC New Member Application (Vote)
	4.5	Carp Cost-Effectiveness Review (Tony Havranek, WSB and Maggie Karschnia) (Discussion Only)
	4.6	Covid-19 Office Safety Plan (Diane Lynch) (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 – May 7 Board Meeting (RFP Interviews); May 12 Board Meeting and Workshop; May 27 Board Meeting (Covid-19 Protocol) 5.2 Meeting Minutes—May 28 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) 6.3 Cash Flow Report
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"> • CAC MEETING, CITY HALL, THURSDAY, JUNE 25 6:30-8:00 P.M.



4.1 Introduction of Interns

Shauna Capron and Katelyn Barclay are the District's summer interns. They will support our permitting, carp management, monitoring and conservation easement activities.

Katelyn A. Barclay

College of Saint Benedict, Box 0075, St. Joseph, MN 56374

katelyn.barclay@yahoo.com – (952) 905-0179

EDUCATION:

College of Saint Benedict, St. Joseph, MN

Bachelor of Arts

Major: Environmental Studies

Scholarships: Trustees, PSAT Commended Recognition

Honors: Dean's List

Varsity Cross Country CSB

Expected Graduation: May 2022

GPA: 3.92/4.0

EXPERIENCE:

Information Technology Project Manager Assistant

September-December 2019

IT Services, College of Saint Benedict and Saint John's University, St. Joseph, MN

- Assisted IT Project Manager with floor plans and technology needs
- Scheduled strategic meetings for the IT department
- Filed and organized data for future reference

Forestry Intern

May 2019-Present

Minnesota Valley Electric Cooperative, Jordan, MN

- Contributed to long-term solutions by writing new policies, procedures, and vegetation management plans
- Collected and analyzed data to increase organization and efficiency
- Collaborated with fellow interns to propose sustainability initiatives

Information Technology Help Desk Assistant

August 2018-September 2019

IT Services, College of Saint Benedict and Saint John's University, St. Joseph, MN

- Communicated with customers over the phone, through email and in-person
- Utilized a variety of software programs for communication, research, and documentation
- Technological problem-solving

ADDITIONAL EXPERIENCE:

Horticulture Team Member

August-December 2019

- Designed greenhouse layout, organized planting, and participated in harvests
- Increased awareness for the greenhouse through club events and produce sales
- Weekly maintenance of the greenhouse through watering and temperature adjustments

Sustainability Alliance Treasurer

August-December 2019

- Managed club finances by filing purchase orders, requesting funding, and updating records
- Co-planned and led club events with other board members
- Educated students about sustainable habits

Shauna Capron

7456 Colby Ct. Eden Prairie, MN

952.380.6867 scapron@gustavus.edu

OBJECTIVE: Apply my writing skills, experiences in water monitoring, and practice in GIS to obtain the **Water Resources Intern** position with the Prior Lake-Spring Lake Watershed District

EDUCATION

Bachelor of Arts, <i>Gustavus Adolphus College</i>, St. Peter, MN	GPA: 3.92	2016-2020
<ul style="list-style-type: none">• Geography major, Environmental Studies minor• Gamma Theta Upsilon – International Geographical Honors Society• President's Honor recipient, and Bjorling Music scholarship, Dean's list• Geography Department Academic Assistantship		
Semester Abroad, <i>Minzu University</i>, Beijing, China		Feb 2019 – Jun 2019

RESEARCH EXPERIENCE

Glacier Hydrology, Jeff La Frenierre - Gustavus Geography Dept. Undergraduate Research	Sep 2019 – present
Field work on tropical glaciers in Ecuador	
<ul style="list-style-type: none">• Collected, tested, and analyzed water samples from glacial watersheds - springs, streams, and glaciers• Calibrated instruments and equipment• Assisted with installation, repair, and data collection of weather stations• Navigated GPS, set up control points, and stream gauged• Produced site maps using ArcGIS	
Water Quality Monitoring, Laura Triplett - Gustavus Geology Dept. Undergraduate Research	Jun 2019 – present
<ul style="list-style-type: none">• Collect water samples from ditches, wells, and streams of Seven Mile Creek watershed• Run sediment, nutrient, and biological tests on samples (TSS, nitrate, E.Coli)• Presented at Gustavus research symposium and Midstates Consortium for Math and Science, University of Chicago (Nov 16-17, 2019)• Produce site maps using ArcGIS• Managed complete database of all samples and analyses	
Kidtopia Children's Museum Research Intern , Beijing, China	Feb 2019 – Jun 2019
<ul style="list-style-type: none">• Provided extensive background research to museum team on a variety of topics• Developed lesson plans, activities, and support for daily classes• Helped create online/social media informational materials• Supervised with students (ages 0-8) during science experiments and learning activities• Foster space for children to develop English and Chinese speaking and writing skills	

LEADERSHIP & INVOLVEMENT at Gustavus Adolphus College

Environmental Action Coalition – Outreach committee	Sep 2019 – present
<ul style="list-style-type: none">• Outreach to schools, churches, and local community• Work together to increase awareness and knowledge on environmental challenges and solutions	
Building Bridges Executive - Higher Education Liaison	Sep 2019 – present
<ul style="list-style-type: none">• Outreach to other social justice and environmental groups (ie; youth movements, other college campus groups)• Networking - Exchange ideas, collaborating, and invitations to campus• Assist with implementing annual conference, attend lectures and weekly meetings	
Nature Conservancy – Ottawa Bluffs	Sep 2019 – Nov 2019
<ul style="list-style-type: none">• Volunteer work included seed collection/dispersal and identification/removal of invasive species	
Green Land Blue Waters Conference – University of Minnesota	Nov 2019
Nobel Conference Host - Hosted Dr. Mike Hulme; Climatologist	Oct 2019
<ul style="list-style-type: none">• Member of IPCC when it won 2007 Nobel Peace Prize	
Geography Dept. Teacher's Assistant	Sep 2018 – Jan 2019
Campus Activities Board Executive	Oct 2017 – May 2019
<ul style="list-style-type: none">• Managed \$25,000 budget• Planned and executed large scale campus-wide speaker (2019 Tarana Burke)	

- Assist/plan Orientation Week, Homecoming, Presidents Ball, and “Big Concert”

Gustavus Wind Orchestra – Section Leader
Student Advancement Ambassador

Sep 2017 – present
 Jun 2017

RELEVANT SKILLS & CERTIFICATION

Field Work

- Water quality monitoring, stream gauging, water sample collection, calibration of instruments and equipment, assist with installation, repair, and data collection from weather stations, work in extreme weather conditions

Technology and Lab Equipment

Software:

- ESRI ArcGIS: spatial analysis and database management
- Proficiency in Microsoft Excel, PowerPoint, Word, and Google Drive, basic familiarity of Solinst software

Laboratory Techniques and Instrumentation:

- Water testing (TSS, nitrate, phosphorus, E.Coli)
- Ion Chromatographer, autoclave, basic pipetting, microscope, sterile techniques

Field Equipment:

- GPS navigation, ground control point set up, familiar with YSI probes and calibration
- Various weather station field equipment (Level loggers, barologgers, Hobo rain gauges, trail cameras, anemometers)

Other

- Conducting Research: experimental design, research proposal writing, scientific literature, statistics, figure making
- Communication: writing for a variety of audiences, presenting research
- Organized and reliable individual and team member: responsible for implementing large scale events and exhibits, mentorship of high school students and development of educational materials
- Chinese comprehension/speaking proficiency - beginner to basic level
- Valid U.S. Driver's License



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

JUNE 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<i>Storage & Infiltration</i> Projects <i>Project Lead: Diane</i>	<ul style="list-style-type: none">• Reviewed and revised easements• Discussed grant with DNR	<ul style="list-style-type: none">• Complete grant agreement with DNR• Purchase easements from property owners

JUNE 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
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"> • Bluegill Stocking: On May 29th, 900 bluegills were stocked in Northwoods Pond and 2,000 bluegills were stocked in the Geis wetland, fin-clipping them to determine relative mortality over time which will help guide future stocking efforts. • Tracking: Continued to track radio-tagged carp across Spring and Prior Lakes. Got the last two PIT tag stations up and running for the season in key channel connections. • Electrofishing: Completed electrofishing efforts on Upper Prior Lake in Mud Bay (2,455 pounds removed) and in Spring Lake in/near the Ditch 13 channel (2,939 pounds removed) as of June 1st. • Specialized Trap Nets: A push trap was installed at the desilt pond to capture carp as they attempt to move upstream to spawn. As of June 1st, 560 pounds of carp have been captured and removed. Another specialized trap was installed at the Arctic Lake outlet on Upper Prior Lake in Mud Bay which also takes advantage of spawning behaviors. As of June 1st, one initial removal from the trap totaled 148 pounds. Both these traps will remain active until mid-June and we will continue to remove carp that are captured. Wireless cameras were installed at each trap for continuous observation. • Baited Box Traps: Began organizing volunteer program and materials for baited box traps that will be deployed this summer. 	<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. • Continue to monitor, update, and remove carp from the specialized trap nets. • Complete follow-up efforts for Gill Netting Pilot Project. • Coordinate citizen-assisted baited box traps this June. • Implement Carp Training Program again this summer with volunteers.
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 	<ul style="list-style-type: none"> • None

JUNE 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Alum Treatments <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Complete Spring Lake and Upper Prior Alum Treatments Monitored pH daily during treatments Education efforts to public and board 	
Ferric Chloride System Operations <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Maintained temporary carp barrier at Ferric Chloride weir Monthly Discharge Monitoring Report Samples taken weekly and inspected facility an additional 2x/week Review MPCA permit comments 	<ul style="list-style-type: none"> Approve new NDPES permit Install new walkway/fish barrier Monthly Discharge Monitoring Report Sample weekly and inspect facility 2x/week
Farmer-Led Council <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> No new activity. 	<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 is conducting restoration maintenance/establishment work Site visits will likely start in June, depending on site conditions.
CR 12/17 Wetland Restoration <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Continued to communicate with the County regarding outlet structure issues. Communicated with AES on invasive species management goals for 2020. 	<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.

JUNE 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
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"> Transmitted to BWSR for 90-day review 	<ul style="list-style-type: none"> Presentation at BWSR Central Region Committee June 10
Feasibility Reports <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> No new activity. 	<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: Spring Lake alum treatment over halfway complete; Curyleaf treatment on Prior/Spring Lks; Alum treatment completed on Spring Lake; Boat inspections underway; Upper Prior alum treatment begins May 26; Special Board mtg May 27; Upper Prior Alum update; shoreline workshop Prior Lake Am: Submitted articles on alum treatment and boat inspections SCENE: Submitted articles on carp and alum for June/July edition Facebook & Twitter- normal posting, carp, bluegill stocking, 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"> May meeting was held via Go To meeting due to Covid-19 Subcommittees researching topics – Christian discussed fish stocking with staff and Jodi shared some research on interactive AIS signage used at some boat launches. Coordinate subcommittee work Christopher Crowhurst joined the CAC this month. Matt Newman submitted an application to the CAC. 	<ul style="list-style-type: none"> Subcommittees continue research, present findings to Board.

JUNE 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. Postponed 50th anniversary trivia night. Gave presentation on carp to two 5th grade classes at La Ola Del Lago Elementary School. 	<ul style="list-style-type: none"> Implement education activities Plan anniversary events and activities
Monitoring Program <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Supervise AIS boat inspections CAMP supplies distributed to volunteers – sampling starts this month Monitor stream and lake chemistry 	
Aquatic Vegetation Management and Surveys <i>(Class 626 and 637)</i> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Spring, Upper, and Lower treated for Curlyleaf Pondweed 	<ul style="list-style-type: none"> Follow up clp treatment surveys
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. Met with several landowners. Easement inspections underway. Interns started June 1. 	<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 inspections on permit sites and followed up with permittees. Continued to communicate with the County on the Xeon Avenue project violation next to two of the PLSLWD's existing conservation easements. Met with MnDOT and the contractor on the #18.05 at the Highway 13 project site and discussed steps moving forward. 	<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

JUNE 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Outlet Channel O&M <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Weekly channel inspections Cleared obstructions in culverts and structure Management of woody and herbaceous vegetation along the channel Check on beaver dam issues in 5A 	<ul style="list-style-type: none"> Weekly channel inspections Televise outlet pipe Continue invasive plant management in channel
Outlet Channel Bank Erosion (FEMA) <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Punch list approved 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"> Cooperators Meeting held on May 14 Send Management Plan and Operating Procedures report to DNR for review 	<ul style="list-style-type: none">
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 Complete revised permit when issued



Subject	Fish Stocking Presentation by Christian M.		
Board Meeting Date	June 9, 2020	Item No	4.3
Prepared By	Kathryn Keller-Miller		
Proposed Motion	Approve Fish Stocking, Before/After Fisheries Survey and Funding		

Background

The Board of Managers has asked the Citizen Advisory Committee (CAC) to research topics of interest to the District and present their findings to the Board as part of their advisory role to the District Board.

CAC member Christian Morkeberg has researched various fish stocking options for District lakes to complement the District's extensive carp management efforts. He will be presenting his findings at the June 9, 2020 Board meeting.

Discussion

The presentation reviews stocking potential for northern pike, bluegills, black crappies, walleye, largemouth bass and yellow perch and recommends whether or not to stock each species. The presentation also reviews stocking statutes and permitting, as well as costs and monetary contributions from community organizations. The CAC recommendation is to stock bluegills and consider stocking black crappies and largemouth bass in Fall 2020.

Fisheries surveys are recommended before and after fish stocking efforts to determine effect and success of stocking efforts. Surveys would also help inform decisions for future stocking.

Natural shoreline restorations and promotion of aquatic plants are also an important component of these efforts. As noted by DNR staff, *the stocked fish will not be as successful if there is not suitable habitat for them*. Prior Lake, in particular, has a very developed shoreline, so efforts are needed to improve habitat on and in the lake. Lakeshore residents will need to be a part of the solution for a healthier lake habitat.

Recommendation

The CAC and staff recommend that the Board make a motion to approve:

1. Fisheries surveys in stocked lakes *before and after* fish stocking efforts.
2. Stocking of bluegills in Spring Lake and Prior Lake in Fall 2020.
3. Consider stocking black crappies and largemouth bass in Spring Lake and Prior Lake in Fall 2020.
4. Scoring of the shoreline/lake for available and needed habitat to determine what work is needed to improve fisheries.

5. District funding to supplement donations. Total cost estimated from \$7,200-10,800. Donations estimated at \$4,000.



Subject | CAC Member Application for Matt Newman

**Board Meeting
Date |** June 9, 2020

Item No 4.4

Prepared By | Kathryn Keller-Miller

Proposed Motion | Approve CAC membership application for Matt Newman

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 Matt Newman, the CAC feels that Mr. Newman would be a valuable addition to the CAC.

Recommendation

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



**CITIZEN ADVISORY COMMITTEE
APPLICATION**

Name:	Matthew D. Newman
Address:	3081 Fairlawn Ln, spring lake township
Phone:	952-686-4652
E-mail:	Mdnewman007@yahoo.com
Occupation:	Technical strategist and architect
Employer:	Self and contracted
Employer's Address:	
How long have you lived in the District?	Since 2015
<p>Please state why you are interested in serving on the Citizen Advisory Committee: <i>I'd like to know more about the techniques stated in controlling carp populations such as suggested measures sonar location. I am curious if these will be a more efficient and cost-effective means than simply offering \$300 first place for a carp bow fishing tournament. Guys with bows and beer going for \$300 can be very efficient and taking out carp. I've talked to a few people in Fish Lake Sportsman club over the years and a little curious on carp management on Fish lake as well.</i></p> <p>Wood Park pond in Burnsville has some good analytics for [stock to reclaim] on bluegill from the MN DNR lake finder (predator/prey, and dock fishing taken to consideration). I've liked using MN DNR Lake Finder for years. I believe if you stock and record Bluegill in a lake I know of many people that survey that site and track where to fish. <i>I'm curious if this is taken into analytics</i> and the stocking needs to be recorded by DNR or considered private stocking.</p> <p><i>I am also curious, for measure to reduce people negating duties of cleaning ones' boat, if a sign by the boat launch that says "DNR Checkpoint" is a feasible and cost effective solution. Signage by locations of traffic can be effective, but budgeting concerns aside, I am curious what thoughts would be to take action within financial constraints at the most efficient outcome. This is a similar technique to parking an empty police cruiser near high speed zones to slow traffic. The impending threat of being caught reduces numbers of speeding drivers.</i></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_____

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 have owned a lake shore property for 7 years on Fish lake, lived there 5 years. I have been a conservation enthusiast for some time, and care about this planet and environment we live in and are surrounded by. I see humans make change that effects this and I'd like to assist in stability where I can.

Was active member for homeowners association of 135 house complex, going monthly to contribute where could to assist neighborhood. Active member of current neighborhood.

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.

Carp Management Cost-Benefit Summary

Maggie Karschnia, PLSLWD

Tony Havranek, WSB

Mary Newman, WSB

June 4, 2020

1.0 Introduction

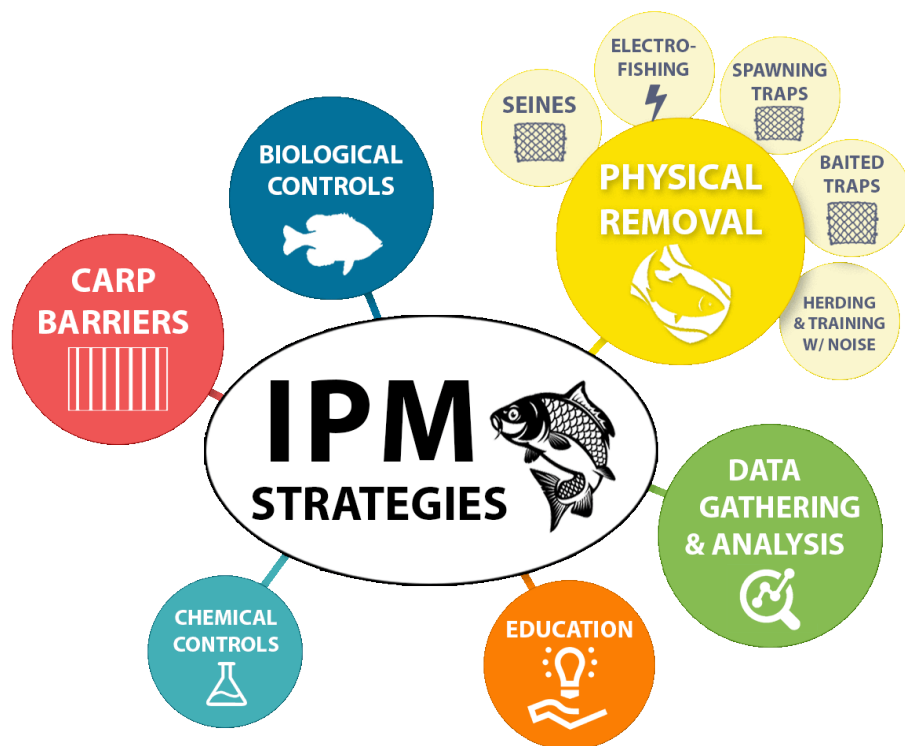
The Board of Managers set an ambitious goal for staff in August of 2019 to try and reduce carp biomass in Upper Prior and Spring Lakes to the water quality level goal of 30 kg/ha by the end of 2020. Extra funding and resources were provided to try new and innovative tools for carp management (a.k.a. Accelerated Carp Management Strategies, ACMS). While it has not quite been a year since this target was established, this summary is intended to provide the Board with a cost-benefit assessment to determine if the investment into the program is paying back with measurable results.

2.0 Background

2.1 Integrated Pest Management Plan for Common Carp

As part of its wholistic approach to carp management, the District developed an Integrated Pest Management (IPM) Plan for Common Carp which involves using adaptive management (a management process involving step-wise evolution of a flexible management system in response to feedback information actively collected to check or test its performance). This approach uses data that is collected on the carp population with respect to biomass estimates as well as migration routes and winter aggregation locations to determine whether or not it should change/update its strategies and tools.

The IPM Plan was first created and approved by the Board in 2017. The District continues to make updates to the plan as carp populations change and as new information and tools become available for management.



The IPM Plan has five major components that are mimicked in the state and federal grants the District has received for its carp management program:

- 1) **Data Gathering & Analysis:** Tracking carp locations and populations by using a variety of tools, including radio-tags, PIT tags, fin-clipping, and electrofishing. This information is used to identify migration routes for potential barrier sites, to locate aggregation areas of carp for removals, and to estimate carp population & biomass removal amounts.
- 2) **Physical Removal:** Reduce and sustainable manage carp biomass by using a variety of tools including seines and electrofishing.
- 3) **Biological Controls:** Manage lakes to support a robust gamefish/panfish population that preys on carp eggs and larvae. (Note: not initiated until Accelerated Carp Management Strategies were approved).
- 4) **Carp Barriers:** Install carp barriers at strategic locations to block carp access to spawning areas.
- 5) **Education:** Provide information and opportunities to the public on the carp program and ways they can assist.

2.1.1 Accelerated Carp Management Strategies

At the Board meetings in the summer of 2019, the Board of Managers and staff discussed ways to think outside the box to accelerate carp removal efforts in Spring and Prior Lakes. Staff and WSB consultants explored all potential activities, proven and theoretical, that could increase the probability of success within a year's timeframe through the end of 2020.

The following accelerated carp management strategies were approved by the Board in August of 2019. These strategies were *an addition to the existing carp management program*. A summary of the status of each is also provided below:

2019 – 2020 APPROVED ACMS STRATEGIES:

STRATEGY	DISTRICT LEVY	GRANT FUNDING	TOTAL ESTIMATED COST	2020 UPDATES: STATUS & NEXT STEPS
Cameras	\$4,180		\$4,180	<i>Purchased underwater camera; installed two stationary cameras at carp traps; one additional camera will be purchased for FeCl site.</i>
Identify Alternate Disposal Locations	\$1,600		\$1,600	<i>Identified new locations to dispose of carp; staff and WSB continue to find new recipients for small removals.</i>
Purchase Seine Net	\$6,500	\$10,000	\$16,500	<i>Completed; seine net is used on Upper Prior Lake only so that fishermen do not have to worry about zebra mussel decontamination.</i>

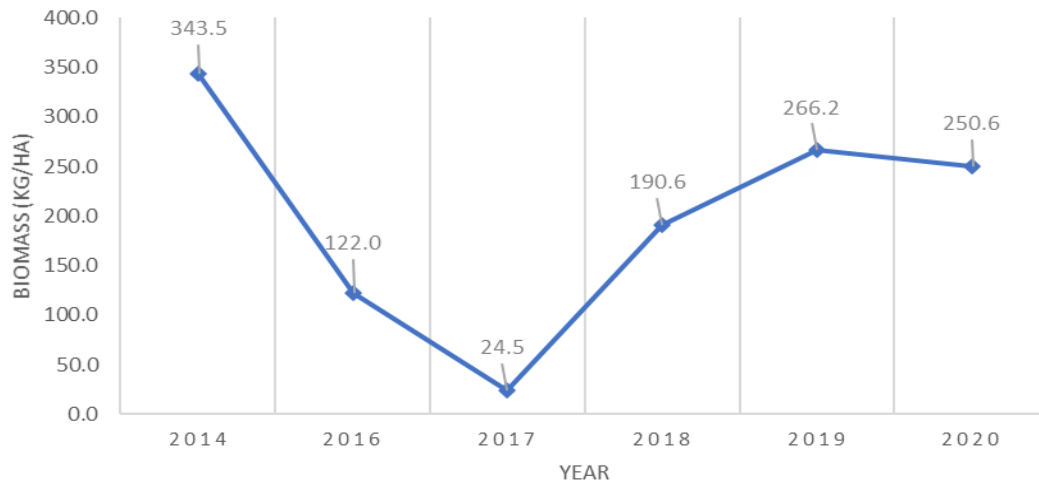
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STRATEGY	DISTRICT LEVY	GRANT FUNDING	TOTAL ESTIMATED COST	2020 UPDATES: STATUS & NEXT STEPS
Newman Cage	\$27,125	\$7,000	\$34,125	Installed at Arctic Lake outlet; as of June 1 st , 560 pounds had been captured and removed; will remain active until mid-June for additional removals.
Push Trap	\$29,400	\$8,000	\$37,400	Installed at desilt pond; an initial removal resulted in 148 pounds, but additional amounts will be removed.
Multiple Seine Efforts	\$22,275	\$9,000	\$31,275	Engaged three commercial fishermen for multiple removal efforts. In 2020 alone, fishermen have attempted a seine on six separate occasions on Upper Prior & Spring Lakes.
Stocking Bluegills	\$5,812		\$5,812	Stocked bluegills at Northwood pond and Geis wetland. Additional bluegills will be stocked at the Geis wetland later this fall.
Purchase Boat	\$18,000		\$18,000	Completed; have used the boat for micro-hauls, tracking carp on Spring Lake, installing carp cribs, transporting carp during removals, etc.
Engaging Volunteers	\$20,724	\$7,000	\$27,724	Purchased box traps, will begin Baited Box Trap Program and Carp Training Program in mid-June
Herding Carp	\$6,898		\$6,898	Used speakers to successfully herd carp for removals on both Spring and Upper Prior Lakes during under ice and open water conditions.
TOTAL	\$142,514	\$41,000	\$183,514	

2.2 Population Estimates

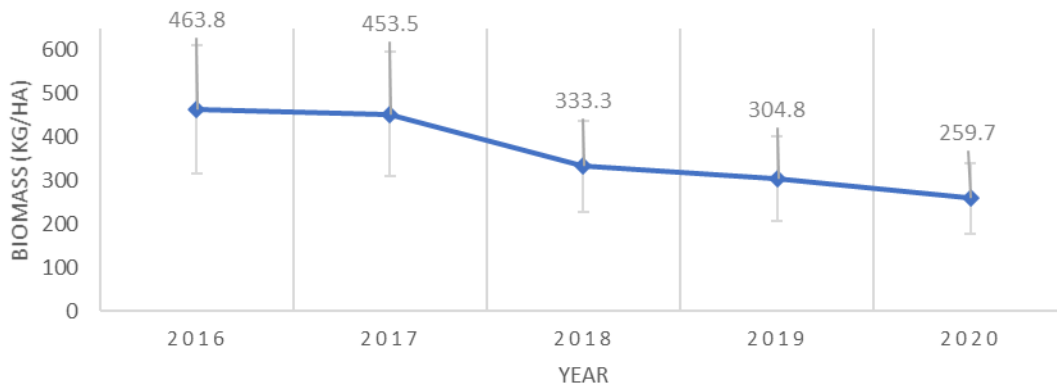
There are many different methods used to determine a population estimate. For carp, these typically include a catch per unit effort method (CPUE) or a mark-recapture method. Through the use of these different sampling techniques and estimation methods, we can track carp populations over time. These estimates will help use determine the effectiveness of the program and the benefits received to Prior and Spring Lakes.

SPRING LAKE POPULATION ESTIMATE 2014-2020



Note that in 2017 there was a large drop in the carp population in Spring Lake after a 32,000 pound seine removal. However, the District was in the process of tracking migration routes to spawning areas and did not yet block off and/or complete active removals in spawning areas. This resulted in a significant rebound in the population the following year. With the updates to the FeCl weir, the push-trap at the desilt pond and consistent electrofishing removals from the County Ditch 13 system, there should be significantly different results following the next removal.

UPPER PRIOR LAKE POPULATION ESTIMATE 2016-2020



While over 10,000 pounds have been removed from Upper Prior Lake in 2020 alone, the District still has a long way to reach its goal of 30 kg/ha. With the Arctic Lake barrier in place and annual removal events in Mud Bay during spawning season, the District hasn't seen the rebound in carp populations like it did on Spring Lake in 2018. The numbers continue to trend downward over time thanks to the additional strategies in place.

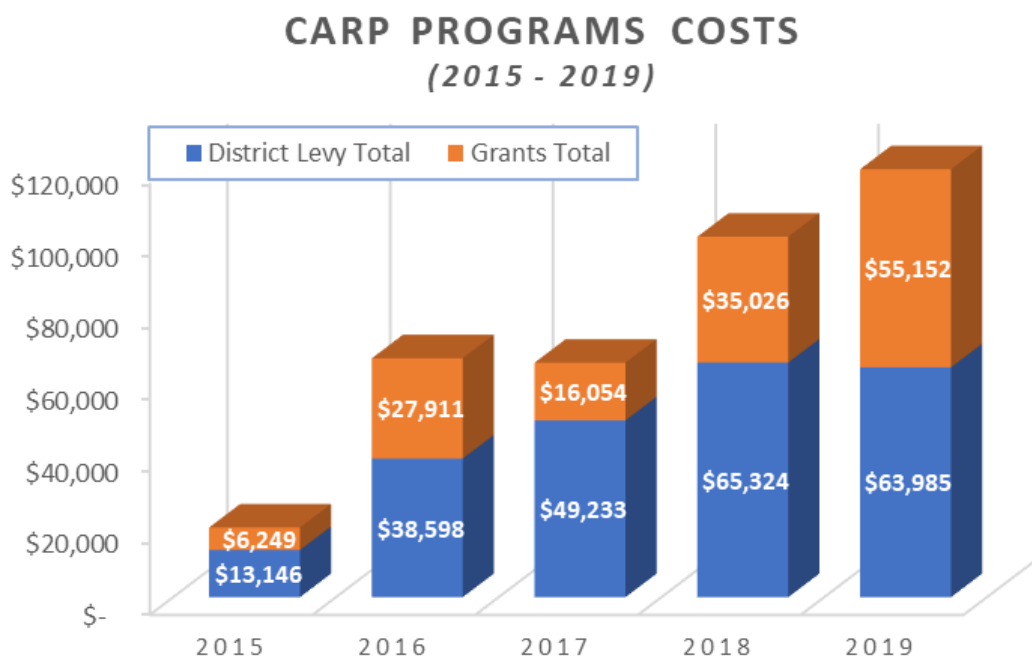
2.3 Program Costs (2015 – present)

Prior to 2015, the District's investment into carp management was minimal and included a carp tournament and sporadic removals as opportunities arose to engage the local commercial fisherman. As the costs and efforts over time were inconsistent, this study will look at only years after 2014 for analysis.

The District received a grant from the MPCA in 2015 to start tracking carp with radio-tags, complete targeted removals, and install barriers to spawning areas. These efforts lead to two large seine events in the three year period, one on Spring Lake and one on Upper Prior Lake. To supplement this grant, the District also received a MnDNR grant to cover the majority of the costs for one of the carp barriers. The MPCA grant concluded in June of 2018, but the District continued with its management program in order to not lose momentum.

In the spring of 2019, the District was awarded two grants for common carp management: BWSR Watershed Based Implementation Funding grant and a 319 federal grant. These grants helped provide funding to not only continue the current program, but to add in additional components to make management more successful such as the enhanced tracking of carp with PIT tags and using underwater speakers to herd carp into seine areas.

The District has two different ways it tracks District levy funds for carp projects; one through the 611 – Rough Fish Management budget line item and one through 750 & 751 – Carp Management/Removal line item to better track grant-eligible activities for reporting. Below is a general summary of carp management expenditures and funding sources from 2015 – 2019:



The following provides a cost summary of carp activities in 2020 up to May 1st of this year.

2020 Carp Management Activities

PROGRAM	PROJECT	DISTRICT LEVY	GRANT FUNDS	TOTAL	LEVY SPENT (1/1 - 5/1)	GRANT SPENT (1/1 - 5/1)	Budget Remaining
611 - O&M	Rough Fish Mgmt	\$58,805		\$58,805	\$ 33,981		\$ 24,824
750 & 751	Carp Grant Projects	\$150,000	\$90,000	\$240,000	\$ 34,492	\$ 51,739	\$ 153,769
	TOTAL	\$208,805	\$90,000	\$298,805	\$ 68,474	\$ 51,739	\$ 178,593

2020 Carp Management Budget Expended (1/1 - 5/1)

PROGRAM	PROJECT	WSB INVOICES	DIRECT COSTS	TOTAL
611 - O&M	Rough Fish Mgmt	\$6,199	\$27,782	\$33,981
750 & 751	Carp Grant Projects	\$86,231	\$0	\$86,231
	TOTAL	\$92,430	\$27,782	\$120,212

3.0 Cost-effectiveness

While the total pounds of carp removed during seine events can be directly attributed to a reduction in internal loading to the District's lakes, the general nature of many other carp management strategies make it difficult to determine a similar measurable benefit. However, these components, such as carp barriers and bluegill stocking, are very necessary for long-term success in maintaining water quality carp levels. Therefore, in order to determine cost-effectiveness over time, all program components must be looked at as a whole. Individual components can be looked at for their intended purpose to see if they have been effective, but are not able to be compared to each other on similar cost-benefit scales.

3.1 Cost-Benefit Comparison

First we will quantify a annualized cost per pound of phosphorus removed on a 10-year scale for the overall carp management program in order to compare its effectiveness to other District projects. All of the carp management activities that were completed from 2015 to present date total \$487,899. Looking at the benefits to Upper Prior Lake *alone*, the District saw a significant reduction in carp resulting in an annual load reduction of phosphorus in the amount of **1,558 lbs/year**.

Similar to other District projects such as the FeCl plant or iron-enhance sand filter, the carp management program requires maintenance and upkeep to sustain the achieved annual load reduction. For example, once a seine is completed, small carp removals and blocking spawning areas with barriers are necessary to ensure carp populations don't rebound. If we assume that carp management on average will require roughly \$100,000 per year to maintain the carp population levels at present levels (although our aim is to get the populations significantly lower), then we can annualize the 10-year cost of carp management. We can then use the annual load reduction calculations each year from 2015 – 2020 and assume that the next five years will stay at the same reduction level as 2020 to calculate the total pounds of phosphorus that

was reduced from the internal load to Upper Prior Lake. This results in a final estimate of **\$97 per pound of phosphorus removed**. *Note this estimate is conservative and includes the load reduction to Upper Prior Lake only.*

With a 10-year annualized cost, we can compare the carp management program results on Upper Prior Lake to other projects in the District:

Cost-Benefit Comparison of District Projects

(Based on 10-Year Annualized Total Cost of a Project)*

\$ / lb TP

Removed Project

\$81	Upper Prior Lake Alum Treatment <i>(based off grant information)</i>
\$97	Carp Management Project <i>(based on 2015-present costs & results)</i>
\$202	Ferric Chloride System <i>(*Note: based on 25-year annualized cost)</i>
\$252	Fish Point Park Iron-Enhanced Sand Filter
\$1,131	Indian Ridge Biofiltration Basin
\$1,136	Fairlawn Shores Biofiltration Basin

3.2 ACMS Cost-Effectiveness

As noted previously, many of the Accelerated Carp Management Strategies (ACMS) are intended to support the larger components of the program and to keep carp populations from rebounding. Examples of this would be stocking bluegills or purchasing the Jon boat. While these activities are important tools, they won't have a measurable benefit that can be used for a cost-benefit analysis.

However, many ACMS components could be further discussed by the Board to either support the continuation of funding in 2021 or to provide direction to District staff to discontinue the efforts. Some of these will require more time to complete in order to determine its effectiveness. Below is a summary list of ACMS components that could be discussed:

- 1) **Upper Prior Lake Seine Net:** While a consistent argument fishermen from fishermen in the past of why they cannot seine in Upper Prior Lake has been that they have to decontaminate their nets, it did not prevent the fishermen from attempting two seines in 2020 with their own nets rather than using the District's. While this does not mean it might be critical in the future for the District to have a seine net tagged for zebra mussels and ready to use by fishermen, the Board could discuss selling this net and using the funds for other purposes if they prefer.
- 2) **Multiple Seine Efforts:** The District completed six separate seine efforts in 2020 on Upper Prior and Spring Lakes, resulting in roughly 15,000 pounds of carp removed. The commercial fishermen charge between \$0 - \$5,000 for each attempt, depending on the amount of time, any damage to nets, and if the haul resulted in a commercially viable catch. The total amount provided to the commercial fishermen in 2020 for the six hauls was \$16,000. This equates to roughly \$1 per pound of carp removed, or an approximate 300 lb/year reduction to annual phosphorous loading between the two lakes. While this annual loading number is significant, the

Board should discuss whether it is better to wait for conditions to be right for a seine (which sometimes takes a few years) or if the District should continue to push for multiple seine attempts at every opportunity, not missing out on any potential gain towards its goal.

- 3) **Stocking Bluegills:** The bluegills that have been stocked in the Geis wetland have been fin-clipped in order to determine relative mortality during a follow-up survey later this year. Based on these results and results of additional surveys after the winter freeze in both the Geis wetland and the Northwood pond, the Board should discuss in the spring of 2021 whether or not stocking bluegills was worth the effort, and if aeration might be a necessary as a supplement.
- 4) **Specialized Traps & Volunteer Baited Box Traps:** These should all be assessed in the fall for effectiveness. If they are not resulting in desired removal amounts for the amount of effort, alternatives/updates to the traps should be considered.

4.0 Carp Management Schedule

The attached table shows the completed (in grey) and recommended schedule for carp management activities from August 2019 – December 2021 when the two current grants come to a close. This is intended to provide a frame of reference for the many different components of carp management that are referenced.

CARP MANAGEMENT SCHEDULE

2019-2021

			Summer 2019			Fall 2019			Winter 2020			Spring 2020			Summer 2020			Fall 2020			Winter 2021			Spring 2021			Summer 2021			Fall 2021		
TASK	START	END	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Carp Tracking & Project Development																																
Implant carp with PIT tags & Radiotags	Mar 2010	May 2021																														
Install/monitor PIT tag reader stations	Apr 2019	Sep 2021																														
Track PIT & Radio tags across waterbodies	Apr 2019	Dec 2021																														
Update GIS location information & online maps	Apr 2019	Dec 2021																														
Install stationary cameras at strategic locations	Sep 2019	Dec 2021																														
Use underwater camera for tracking/training carp	Sep 2019	Dec 2021																														
Purchase/use boat for tracking and removing carp	Oct 2020	Oct 2020																														
Analysis: <i>identify aggregation areas, migration routes and population status</i>	Jun 2019	Dec 2021																														
Carp Barriers																																
Identify strategic locations for carp barriers	Oct 2019	Oct 2021																														
Site analysis & design of barriers	Dec 2019	Mar 2021																														
Install Northwood Barrier	Sep 2019	Nov 2019																														
Install FeCl Barrier Redesign	Sep 2019	Nov 2019																														
Install Barriers #2 & 3 (Location TBD)	Apr 2020	May 2021																														
Install temporary barrier at Spring Lake Outlet	Apr 2020	Jul 2020																														
Carp Removals																																
Spring Lake carp seines	Nov 2019	Apr 2021																														
Upper Prior Lake carp seines	Mar 2019	Apr 2021																														
Electrofishing removals / micro-hauls	Apr 2020	Apr 2021																														
Geis wetland carp removals	Apr 2019	Oct 2021																														
Pike Lake carp removals	Apr 2020	Oct 2021																														
Purchase/use seine net for Upper Prior Lake	Oct 2020	Nov 2020																														
Deploy Newman Cage in Geis wetland	Apr 2020	Jun 2021																														
Deploy Push Trap in desilt pond	Apr 2020	Jun 2021																														
Stock bluegills in Geis wetland	Apr 2020	May 2021																														
Box Trap removals with volunteers	Apr 2020	Sep 2021																														
Purchase additional speaker for herding/training carp	Jan 2020	Jan 2020																														
Carp removals in other waterbodies (TBD)	Nov 2020	Dec 2021																														



Subject | District Covid-19 Office Safety Plan

**Board Meeting
Date |** June 9, 2020

Item No 4.6

Prepared By | Diane Lynch

Proposed Motion | Approve the District's Covid-19 Safety Plan

Background

Minnesota Executive Order 20-56 requires workers to continue working from home if they can, but also provides flexibility for offices to being re-opened once they have a Safety Plan in place. This document serves as a Safety Plan for the District.

Discussion

A detailed Safety Plan is attached.

Recommendation

Approve the District's Covid-19 Safety Plan



MEMORANDUM

DATE: June 4, 2020
TO: Board of Managers
FROM: Diane Lynch, District Administrator
RE: PLSWD's Covid-19 Safety Plan

Minnesota Executive Order 20-56 requires workers to continue working from home if they can, but also provides flexibility for offices to being re-opened once they have a Safety Plan in place. This document serves as a Safety Plan.

This Safety Plan remains in effect until modified, suspended or terminated by formal Board action or by action of the District Administrator through delegated authority.

General Guidance

- The District will provide face masks and sanitizing materials
- Wash hands with soap and warm water as the situation allows
- When available, use hand sanitizers with at least 60% alcohol
- Disinfect your workspace regularly
- Maintain a 6-foot social distance from others
- If a 6-foot social distance is not possible, wear a mask
- If possible, wear both a mask and socially distance
- Do not shake hands
- If you cough or sneeze, do it into your elbow, even when outdoors
- Avoid touching your face
- The District reserves the right to implement a screening protocol for symptoms, such as temperature checks or signed certifications, at any point. Results will be tracked separately from personnel records and will be kept confidential
- Since we are housed in City Hall, staff will be provided with a copy of the City's Plan and will follow the minimum applicable measures concerning use of the facility only
- Staff should self-check their health every day before coming into the office

If You are Ill or Maybe were Exposed to Covid-19

- Stay home
- Do not break self-quarantine to work in the office or the field
- As usual, notify the District Administrator if you are absent for any reason, including with possible Covid-19 symptoms
- Notify the District Administrator immediately if you know you have been exposed to someone who tests positive for Covid-19
- Staff will use PTO, unless other arrangements are made

Return to Work Action Plan

- If there is a confirmed case of Covid-19 in the office/City Hall, the District Administrator may choose to close the office for up to 72 hours to allow for deep-cleaning and natural deactivation of the virus
- Employees who have been in close contact with an individual they know has tested positive for Covid-19 will be instructed to self-quarantine
- An employee who has tested positive for Covid-19 may be asked to help with contact tracing

In the Office

- Starting on June 1, staff that needs to use the office regularly will be assigned to the office on a staggered basis until further notice
- Staff will continue working their regular schedules, whether from work or home
- Conduct meetings remotely, if possible. If not possible, minimize the number of participants in a meeting so that social distancing can be maintained
- When available, use hand sanitizers with at least 60% alcohol
- Either maintain a 6-foot social distance or wear a mask. Preferably, do both
- If maintaining a 6-foot distance is not possible, wear a mask
- Wipe down surfaces before and after using them with sanitizing wipes or sprays
- Wipe down meeting room tables and chairs before and after using them with sanitizing wipes or sprays
- Do not share materials, phones, computers, food, resources, utensils etc.
- Be aware that the Covid-19 virus lives on surfaces. Here are some general guidelines for how long it can live:
 - Metal: 5 days; wood 4 days; plastics 2-3 days; stainless 2-3 days; cardboard 24

hours; glass 5 days

Meetings with the Public

- Beginning in June, the Board of Managers will schedule Workshops in the Parkview meeting room and Board Meetings in Council Chambers
- The Board will maintain social distancing and disinfect meeting room table and chairs before and after using them with sanitizing wipes or sprays
- Whenever possible, set up appointments
- Follow the “In the Office” procedures indicated above
- Continue to host virtual meetings, whenever possible
- Do not host or participate in any live meeting with more than 10 participants, whenever possible

In the Field

- Maintain a 6-foot distance between you and another person or if it is not possible, wear a mask
- Drive separate vehicles to locations since a 6-foot distance cannot be maintained in a vehicle
- Where possible, limit use of the company truck unless you can disinfect it thoroughly before and after use
- If sitting in a boat, maintain a 6-foot distance
- Whenever meeting with the public, wear a mask and keep a 6-foot social distance, if possible—you must do one or the other. Both is preferable

All District Equipment

- Disinfect any surface you’ve touched that could be touched by another person after you’re done
- Disinfectants are beneficial, if available, but regular cleaning chemicals like 409 or soap and water are sufficient



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

SPECIAL MEETING MINUTES

Thursday, May 7, 2020

GoToMeeting

4:00 PM

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

Staff & Consultants Present: Diane Lynch, District Administrator

Others Present: Wenck: Todd Hubmer, Brian Kallio, Ed Matthiesen, Lu Zhang and Mark Deutschman. Respec: Julie Blackburn, Della Young and Geoff Kramer.

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

- **UPPER WATERSHED BLUEPRINT RFP**

Board conducted interviews for a consultant on this project. Voting delayed until May 12, 2020 Board Meeting.

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



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, May 12, 2020

GoToMeeting

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
Kathryn Keller-Miller, Water Resources Assistant
Carl Almer, EOR, District Engineer

Others Present: Andy Berg, Abdo, Eick & Meyers
Christopher Crowhurst, Resident

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Myser at 6:05 PM.
- **2.0 PUBLIC COMMENT:** None
- **3.0 APPROVAL OF AGENDA**
Manager Hennes moved to approve the agenda. 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 ACCEPTANCE OF THE 2019 FINANCIAL AUDIT**
Manager Howley moved to accept the 2019 Financial Audit as presented by Andy Berg, Abdo Eick & Meyers. Second by Manager Hennes. All ayes. Motion passed 4-0.
- **4.3 APPROVAL OF NEW CAC MEMBER CHRISTOPHER CROWHURST**
Manager Hennes moved to approve new CAC Member Christopher Crowhurst. Second by Manager Howley. All ayes. Motion passed 4-0.

- **4.4 APPROVAL OF THE WRMP FOR 90-DAY BWSR REVIEW**

Manager Loney moved to approve sending the Draft WRMP to BWSR for the 90-day Review. Second by Manager Hennes. All ayes. Motion passed 4-0.

- **4.5 AWARD OF THE UPPER WATERSHED BLUEPRINT CONSULTANT**

Manager Loney moved to award Wenck the Upper Watershed Blueprint Consultant Contract, in an amount not to exceed \$77,500. Second by Manager Hennes. All ayes. Motion passed 4-0.

- **4.6 LIABILITY COVERAGE WAIVER FORM**

Manager Loney moved to *Not Waive Monetary Limits on Municipal Tort Liability* with the League of MN Cities. Second by Manager Hennes. All ayes. Motion passed 4-0.

- **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. He summarized the Treasurer's Report of the District that is exclusively on cash flow. Concern was mentioned and discussed on the status of FEMA reimbursement and the amount of property taxes that may or may not be coming to the first half Levy Payment.

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

- Manager Hennes mentioned that Sand Creek Township does not conduct virtual meetings.
- Manager Loney inquired about the joint Scott WMO/PLSLWD meeting and its status. Discussions are on hold until further notice.

- **8.0 UPCOMING MEETINGS/EVENTS**

- Cooperators Meeting, May 14, 12:00 – 1:30 PM
- CAC Meeting, Thursday, May 28, 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 7:45 PM.

Bruce Loney, District Secretary



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

WORKSHOP MEETING MINUTES

Tuesday, May 12, 2020

Prior Lake City Hall

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

Staff Present: Diane Lynch, District Administrator; Maggie Karschnia, Project Manager; Jeff Anderson, District Technician; Kathryn Keller-Miller, Water Resources Outreach Specialist and Jaime Rockney, Water Resources Specialist

Others Present: Carl Almer, EOR; Glenn Kelly, Spring Lake TS; Jim Fitzsimmons, Scott SWCD; Annette Thompson, Prior Lake; Sam Erickson, MAISRC; Craig Schmidt (NOAA); Meghan Funke, EOR

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

Increasing Frequency of Rain Events

Craig Schmidt, NOAA, provided a presentation on the history of rain events locally and statewide.

Fund Transfers—Existing Requests

Manager Loney moved and Manager Hennes seconded a motion to approve the following. The motion was approved via roll call.

1. Alum Project Shortfall of \$9,678 to be met by transferring:

\$5,000 Identify and Mitigate Channel Erosion 2020 Budget
\$2,000 Boundary Change Exploration 2020 Budget
\$2,678 2020 Reserve
\$9,678

2. FeCl Weir Improvement Project cost of \$90,544 to be met by transferring:

\$25,079 2020 Reserve
\$ 3,000 2020 Budget
\$ 14,130 2020 Reserve
\$ 12,835 2020 Reserve
\$ 7,000 2020 Reserve

\$ 5,500 2020 Reserve
\$ 23,000 2020 Rough Fish Management
\$90,544

Fund Transfers New Requests

Manager Loney moved and Manager Hennes seconded a motion to approve the following. The motion was approved via roll call.

Upper Watershed Blueprint cost of \$90,000 to be met by transferring:

\$17,500 Comprehensive Wetland Plan Update 2020 Budget
\$10,000 Develop an Upper Watershed Storage Plan 2020 Budget
\$62,500 2020 Reserve
\$90,000

The Board did not approve the Additional Monitoring for 2020 budget request of \$7900. They recommended staff cover the costs under the existing monitoring budget.

Carp Genetics

Sam Erickson from the MN Aquatic Invasive Species Research Center (MAISRC) discussed the Center's latest efforts to control carp through genetic modifications.

Alum and Phosphorus Metrics

Meghan Funke, EOR, provided a PowerPoint presentation on the metrics used in determining alum treatment dosing for effectiveness.

The meeting adjourned at 6:00 p.m.



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

SPECIAL MEETING MINUTES

Wednesday, May 27, 2020

GoToMeeting

1:30 PM

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

Staff & Consultants Present: Diane Lynch, District Administrator

Others Present: None

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Myser at 1:30 PM.

- **COVID-19 PROTOCOL**

Board discussed policy with each Manager providing comments. No vote taken.

ADJOURNMENT

The meeting adjourned at 2:30 p.m.

Bruce Loney, District Secretary



CAC Meeting Agenda

Thursday, May 28, 2020
6:30-8:00 PM

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

Attendees:

CAC Members: Christian M., Jodi S., Jim W., Woody S., Christopher C., Kim S.

District Staff: Kathryn K-M.

Board Members: Curt H.

Guest: Matt Newman

- I. Welcome & Call to Order—Chair Christian Morkeberg
- II. Introduction of new member – Christopher Crowhurst
- III. April Meeting Minutes Approval (emailed) motion carried
Approval of the Agenda – motion carried
- IV. CAC Business:
 - Elect new vice-chair –
 - Discussed responsibilities of the position; fill in for the President of the CAC
 - Nomination for Jim W. – Voting; motion carried
 - Discuss subcommittee membership for Christopher
 - Joining the Shoreline and Storage committees
- V. May Board Meeting - CAC Member Report – Jim
 - Project status updates
 - Audit report was discussed
 - Discussion & feedback on the carp seining projects; possibilities of using gillnetting
 - District using various methods to find and track the carp
 - U of M – doing some studies on other options
 - Christian mentioned the March meeting had an interesting presentation describing the aquatic plants of the lakes in the watershed and how they are all different and goals set. You can watch this online.
 - **Future Board Meeting Attendees:**
 - June 9th Board Meeting Attendee – Christian attend/present
 - July – Jodi will attend/present
 - August - Woody attend
- VI. Staff Project Updates
 - Alum treatment on Spring Lake is complete (treated May 4-14). All went well.



- Alum treatment on Upper Prior – grant paperwork complete and started this week and may take up to 11-14 days. Staging out of a lot over by Charlies Restaurant.
 - Jamie is out testing for pH balance etc. All the readings are looking good.
- Sediment samples after the treatment? Needed afterward? Not typically done afterwards, but normally lake sampling continues. Sediment core sampling normally done before treatment to determine proper dosing levels. Sediment sampling is not something that can be done 'in-house' and is quite expensive.
- Carp monitoring and barriers - this is still in a busy season –
 - Fremont barrier has a special trap setup – as the carp 'school or bunch up' there – camera is in place and when trap is 'full' they will be removed.
 - Gillnetting – pilot project conducted in early spring- small hauls of carp resulted. A big size 'hole' in the net to let the smaller, game fish out. DNR okayed the pilot – tracking of the native fish was needed. Several attempts only resulted in 1 native fish that was 'caught' which was good because want to minimize native fish mortality; this might provide another targeted option for carp removal.
 - June – might be possible volunteer to do 'box' baiting, or a couple of other opportunities to help. Watch for emails with more information.
- Contractor for watershed has started boat inspections on some lakes and will start soon on other lakes. DNR has not yet started inspections due to Covid-19, not sure when they will start.

VII. Subcommittee Reports

- 50th Anniversary (Kim)-
 - Maybe consider next year as a 50 +1 and hold the events.
 - Curt thinks the Board would support.
- Fish Stocking (Christian)
 - Christian will present to Board in June
 - Information reviewed with CAC around past stats of bluegill and game fish.
 - Other opportunities to 'score' the lakes for habitat shelters for the stocked fish, stock with some crappies (especially on Spring with the kill that recently happened).
 - Some local associations have committed donations and others are being asked for donations.



- The cost to cover both Spring and Prior is \$10k (\$5k each)
 - Specifics of the rules & regulations will be included.
 - AIS/Signage (Jodi)
 - Jodi present to Board in July –roughly 15 minutes for presentation/discussion.
 - Existing signage at Spring lake launch site is a bit overgrown and might not be 'catching' the attention of boat launchers; the I-LIDs will start talking to the people launching their boat will catch their attention.
 - Pictures taken of potential 'offenders' – is a package that could be purchased if interested.
 - Cost; what about maintenance cost? Different options or packages are available to purchase.
 - Do any of the private landings or association landings have any signage? Kathryn wasn't sure. Woody didn't think there would be enough interest to pursue these access points.
 - Asking the I-LIDs representative to be at the meeting might be helpful
 - Cost would be the area the Board would be interested in.
 - There are grants that we might be eligible for.
 - Any updates, questions etc, email to Jodi
 - Motion to have Jodi present at July board- motion carried.
 - Shoreline Restoration (Jodi) – Ran out of time to discuss
 - Storage Assessment, Plans and Wetland Banking (Woody, Jim)
 - Watershed took a vote around the Engineer for the project. Wenck Engineering was selected.
 - Water levels at Ditch 13 and downstream are higher year over year.
 - Reclamation of past wetlands is a possibility
 - Sutton lake on the north end - a structure (berm) placement is being built- permits have been secured. Benefit from this is slowing down the water flow downstream and erosion control to Ditch 13
 - EOR would be a good resource to tap into for more insight.
- VIII. Goals & Topics for June Meeting – will take up the comments from above.
- Might be in person; will need to determine how the meeting will be conducted – Christian recommended masks be worn and practice social distancing if conducted in person.



IX. Other announcements/comments:

- Jim W is on the study group for Spring Lake Regional Park – more funding for the study on the plan was secured. Jim is a volunteer to this committee. Jodi would like to see Watershed/Board representation or have some recommendations provided to the study group.
- Spring Lake outlet to Upper Prior – kids are fishing and leaving dead carp on the shores. No Fishing signs are being posted and not sure of the land ownership (new homeowner on one side of the stream) – Who owns the right of ways, any easements needed etc. this might be a topic for exploration.

X. Adjourn: 8:05 pm

Upcoming Meetings:

- Board Meeting: Tues, June 9, 2020, 6:00 p.m.
- CAC Meeting: Thurs, June 25, 2020, 6:30-8:00 p.m.

6/9/2020
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 6/4/2020

Vendor	Invoice	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
Barr Engineering	23701093.00 2	Spring Lake Phase 3 Alum Treatment	11,710.23
Beartooth Design, Inc.	20-2	Sutton Lake Easements	3,307.50
EOR	00758-0019	Sutton Lake Outlet Modification	183.50
EOR	00758-0130	Upper Prior Lake Alum Treatment	3,955.65
EOR	00758-0018	General Engineering	1,161.00
EOR	00758-0019	Permitting	1,366.75
EOR	00758-0018	District Plan Update	2,229.00
EOR	00758-0136	Upper Watershed Blueprint	774.00
HAB Aquatic Solutions	20-505	Spring Lake Alum Treatment	262,319.00
HAB Aquatic Solutions	20-507	Upper Prior Lake Alum Treatment	150,000.00
HAB Aquatic Solutions	20-601	Upper Prior Lake Alum Treatment	392,375.00
PLM Lake & Mgmt Corp	S16126	Curlyleaf Pondweed	931.43
PLM Lake & Mgmt Corp	S16145	Curlyleaf Pondweed	2,074.18
PLM Lake & Mgmt Corp	S16125	Curlyleaf Pondweed	2,460.65
RMB	499213	Lab Analysis	294.00
RMB	499806	Lab Analysis	294.00
RMB	500686	Lab Analysis	384.00
RMB	500689	Lab Analysis	540.00
WaterGuards, LLC	1183	Watercraft Inspections May 2020	4,735.38
WSB	R-015516-000 4	Carp Management	7,514.39
WSB	R-015516-000 5	Carp Management	35,891.06
WSB	R-015516-000 6	Carp Management	2,457.50
WSB	R-015516-000 7	Carp Management	28,881.80
WSB	R-015516-000 8	Carp Management	1,356.50
Xcel Energy	674779216	May	15.71
Subtotal			917,212.23
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
Applied Ecological Services	968	PLOC Vegetation Maintenance	528.00
EOR	00758-XXXX	PLOC Vegetation /Stability Inspections	1,220.28
EOR	00758-0039	PLOC Engineering Assistance	903.00
EOR	00758-0126	PLOC Vegetation Maintenance	37.75
HG & K		May Accounting	556.25
Subtotal			3,245.28
3. Payroll, Office and Overhead			
ADP Manager Per Diems		Already Paid	1,311.69
ADP Staff Payroll		Already Paid	20,541.95
ADP Taxes & Benefits		Already Paid	13,017.92
Connexus Credit Union		Health Savings Account	205.38
H SA Bank		Health Savings Account	565.38
HG & K		May Accounting	2,811.25
League of MN Cities	40002869	Work Comp	2,020.00
Metro Sales	1583266	Copy Machine Contract	110.60
Metro Sales	1597977	Color Copies	358.20
NCPERS		Life Insurance	80.00
SW News	100426	Legal Notice	35.08
VISA		May Charges	1,259.67
Subtotal			42,317.12
4. Debt repayment and Interest			
Northland Trust Services		Principal	
Northland Trust Services		Interest	
Northland Trust Services		Agent Fee	
Subtotal			0.00

TOTAL

962,774.63

X _____

X _____