



CAC Meeting Minutes

Thursday, April 29, 2021
6:30-8:00 PM

Virtual Meeting: <https://global.gotomeeting.com/join/190085805>

Attendees: CAC: Christian Morkeberg (Chair) 6 of 8 members present
Woody Spitzmueller
Christopher Crowhurst
Ben Burnett
Matt Tofanelli
Loren Hanson
Staff: Joni Giese District Administrator
Kathryn Keller-Miller Outreach Specialist
Board members: Bruce Loney
Guests: Maureen Reeder Potential new member
Lisa Quinn Board member, Spring Lake Township

- I. Convene meeting – 6:30 pm – Chair Christian Morkeberg
- II. Minutes & Agenda
 - a. Christian reviewed March Meeting Minutes for Maureen
 - b. March Minutes approved Motioned: Loren; Seconded: Woody; passed
 - c. April Agenda approved Motioned: Woody; Seconded: Chris; passed
 1. Added “Review new member application”
- III. CAC Business
 - a. Welcomed new CAC members
 1. Matt Tofanelli
 2. Loren Hanson
 - b. Review new member application
 1. Maureen Reeder introduced herself as a potential new member
 - a) Long time Spring Lake resident, background in ag
 - b) Involved with archiving and tracking ice-in/ice-out dates for PL Assoc.
 - c) Retired from national MS Society – worked with boards, volunteers, etc.
 2. Chris moved to recommend to the PLSLWD Board for approval to join CAC
 - a) Seconded by Woody
 - b) No discussion on motion
 - c) Voted and Approved
 - c. Discussed developing a new member orientation packet
 1. Loren and Ben will help Kathryn
 2. Brainstormed ideas of what to include (most are also on website)
 - a) Subcommittee information
 - b) Updated CAC member names, contact information, short bio/background
 - c) Background:
 - (1) CAC bylaws and “What is a watershed”
 - (2) Purpose of CAC (using real-world language)

- (3) Links to past PLSLWD projects, maps, overviews, plans
 - (a) <https://www.plslwd.org/projects-and-programs/projects/>
 - (b) <https://www.plslwd.org/2020plan/>
 - (c) <https://www.plslwd.org/districtoverview/maps/>
 - (d) etc.
- (4) Summary report from previous year
- (5) List of acronyms (e.g., SWCD, MPCA, etc.)
- d) Staff list and “job descriptions” (see below)
- e) A generalized PLSLWD/Board/CAC project/budget timeline/process
 - (1) When does budgeting start for next cycle?
 - (2) Best time to propose big ideas for the future is during budgeting
 - (3) Small ideas can be done in shorter terms using current years misc./surplus funds if available
 - (4) See discussion below, need to consolidate this and refine with a diagram and timeline.
- f) NOTES: 1. Validate above is updated on website; 2. careful not to include too much, or make the packet too big

IV. April Board Meeting Report

- a. CAC Member Report – Jim
 - 1. Jim was not at the CAC meeting
 - 2. Bruce gave a quick summary during liaison report below
- b. May 11 Board Meeting Attendee – Loren & Maureen

V. Staff Project Updates

- a. Kathryn
 - 1. Finishing up annual report – summary of what PLSLWD did last year
 - 2. Plankton sampling on Upper Prior Lake – results on website
 - 3. Feedback on Wetland Monitoring sites
 - a) New this year haven’t done this before
 - b) Macroinvertebrates (bugs) will be collected [types of bugs found at different locations indicate health and condition of wetlands]
 - c) Need 2-liter bottles for bug traps – drop off if you have any
 - d) Will monitor some “restored” areas and other wetlands of interest (e.g. 12/17 wetland, Northwoods pond for fish stocking. Geis wetland for ferric site, etc.)
 - 4. Fish Stocking
 - a) Pre-stocking surveys next week
 - b) Bluegills scheduled for Geis wetland and tadpole pond, pending survey results
 - c) SMSC – stocking bluegill & perch later this spring in Pike Lake & Jeffers Pond
 - 5. Carp management communication feedback
 - a) Carp Management – removal last week was about 1000+ lbs
 - b) Survey – please fill out
 - c) Asked for feedback – Woody: good info, adequate; Chris: also thought social media posts were good and liked the survey
 - 6. Feedback on Education & Outreach Plan
 - a) Will be revamping clean water clean-up event this year, doing a fall event
 - b) In the past focused on things like: leaf raking and buckthorn removal
 - c) New ideas:
 - (1) clean out storm drains & disburse stenciling kits to label storm drains and give people reminders drains go to the lake
 - (2) Retention ponds – cleanup, help maintain, ask PL city if they need help

- d) Let Kathryn know any other feedback or ideas
- b. CAC Update from Joni
 - 1. CAC is being rejuvenated, new members, all are learning, want to help and encourage this
 - 2. New opportunity – Wants to develop better protocols for communication between CAC, board and staff – Wants to create a better and more defined process
 - a) When CAC has new “Projects and Initiative” ideas, we need to formalize the idea write-up for staff and the board, it should include:
 - (1) What it is? – A problem statement
 - (2) Deliverables and metrics to be used to define the problem and track the gains/improvements
 - (3) Outline, define, and present to Board
 - (a) Best time to propose “big” projects is during budgeting for the next year (so project will be about 1.5 years from happening)
 - (b) “Small” projects can be done sooner using current misc. or surplus funds if available
 - (4) Once “aligned” or approved then develop a program and timeline, etc.
 - (5) Goal is to help staff, Board and CAC to better allocate time and resources
 - b) Budget for 2022 – does CAC have suggestions for problems and initiatives to tackle in 2022?
 - c) PLSLWD may set up a periodic work group with both CAC and Board, this should help speed up the process, current back-n-forth process takes a long time and for time-sensitive projects, this can be too much
 - (1) The work group could be a small team; using a limited budget; need to prioritize and budget; research
- 3. Feedback from CAC members
 - a) Christian – agreed, likes idea of a better process to help improve the lake and many initiatives
 - b) Chris – this would be valuable, recognize that full CAC (9) is now larger than watershed staff (7), so we want to help them help us and guide the volunteer work. CAC needs to plan ahead to get things in budget, we can’t do anything on our own, so we need to help staff and board to get our ideas in to the budget and plan. Better processes will help organize the CAC to help us help PLSLWD improve.
 - (1) The muck digesters project was proposed to the staff and Board last month but was delayed, missing a window of opportunity based on seasonal timing. An improved, better defined process and timeline would have helped.
 - (2) Once defined, this process should be part of the new-member information
 - c) Bruce – The Board’s goal is to try to get everything (all plans, ideas, projects) into the budget for the next cycle, but that process is an 18 month process (planning and execution), so nothing is “fast.”
 - (1) If a new short-term idea is proposed and small enough, it might be approved to be done using a budget amendment process if a surplus is available, otherwise, needs to go through the longer-term planning to be done in the next cycle (next year or further out).
 - (2) I-LIDS used a budget amendment
 - (3) Muck digesters – was a good idea and liked, but Board and staff had questions. Need to follow-up with answers then re-present to staff and

board. The seasonal timing was too tight to address questions and get it done at the correct time this year.

VI. Board Liaison Updates & Requests to CAC – Bruce

- a. Good CAC team – energetic, good ideas, etc.
- b. Workshop prior to Board meeting has lots more details, consider attending these if possible
- c. Watershed District & Scott WMO unification possible – better resource management
 - 1. WMO – Water Management Organization (very similar to watershed districts, cover different areas)
 - 2. 2012/13 explored, but didn't go through with it
 - 3. Steering committee started, but very early stages
- d. Upper WS blueprint plan
 - 1. Next steps, how to accelerate, prioritize, funding
 - 2. Considering bonding – loans to do big projects – will discuss at retreat in June
- e. Approved new CAC members (Matt T and Loren)
- f. SWCD 2020 accomplishments were discussed
 - 1. \$121K total budget
- g. Lower MN River watershed 1W1P (One Watershed One Plan) discussed
- h. Conservation easements approvals
- i. 2021 carp management service \$130K – contract approved – committed to 3 yr. plan
- j. Testing criteria in Upper, Lower, and Spring Lakes – met criteria in all three lakes, and Sutton Lake – phosphorous loading very high
 - 1. Iron Enhanced Sand Filter (IESF) needs to go to the top of the list for Sutton Lake
 - a) IESF links for more information [added by Ben]
 - (1) <https://www.rwmwd.org/projects/iron-enhanced-sand-filter/>
 - (2) [https://stormwater.pca.state.mn.us/index.php?title=Operation and maintenance of filtration#post-construction operation and maintenance](https://stormwater.pca.state.mn.us/index.php?title=Operation_and_maintenance_of_filtration#post-construction_operation_and_maintenance)
 - (3) <https://ascelibrary.org/doi/10.1061/9780784481431.007>
- k. Discussed new ideas and innovations
 - 1. Muck Digesters - They thought it was a good idea and very interesting, they had never heard of it before and had more questions, but liked the idea
 - 2. Other innovations are out there: They want the CAC to help research new innovations, like:
 - a) Blue Lake Technologies – natural techniques for lake water quality
- l. Joni was asked to introduce and explain the roles of PLSLWD staff for new members
 - 1. Staff contacts: <https://www.plslwd.org/contact/staff-contact/>
 - 2. Maggie Karschnia – Project Manager
 - a) Works with consultants and capital projects
 - b) Oversees construction projects, developing easements, and reviews of development projects for compliance
 - 3. Kathryn Keller-Miller – Water Resources Outreach Specialist
 - a) District communications & outreach – including website, articles, social media
 - b) Coordinate volunteers, including CAMP program – Citizen Assisted Monitoring Program – Met council
 - c) Manages some restoration projects
 - d) Works with conservation easements and verifying property owners are in compliance
 - 4. Jaime Rockney – Water Resources Specialist
 - a) Manages District monitoring program

- b) Monitor and data collection for flow data and water quality data
 - c) Operates ferric chloride plant
 - d) Helps with PL outlet channel tracking/assessment, repairs, etc.
- 5. Jeff Anderson – Water Resources Technician
 - a) Helps Jamie with data collection & analysis
 - b) Point person for Carp Management Program
- 6. Shauna Capron – Water Resources Assistant
 - a) Helps with tracking carp, RFID tags and tracking
 - b) Will be point person for I-LIDS project
 - c) Monitor construction sites and make sure they are staying in compliance and not polluting

VII. Subcommittee Reports

- a. Shoreline Restoration (Christopher, Matt)
 - 1. Discussion on what is needed, would be helpful to residents – need some more definition
 - 2. Not much new to report
 - 3. Read outreach plan – want to see outreach about shoreline restoration, ideas/requests of what to tell/inform people about:
 - a) What they can do and how, what kinds of plants, what kinds of home projects, etc. (was an article in recent paper/newsletter, more of this)
 - b) Cost sharing is available for home projects – is it on the website?
 - c) Avoid throwing fertilizer in to the lake (accidentally or on-purpose with examples)
 - 4. Kathryn/Joni – will work with committee to improve text/problem statement, etc.
- b. Muck digesters (Christopher, Matt)
 - 1. Matt and Chris prepared plan for fish lake and presented to board in March, board staff decided not to present to the board at this time
 - 2. Joni explained that staff wanted some more independent scientific background (not from manufacturer) and wanted more third-party reviews and background (e.g., request to reach out to manufacturer to get more research results). One concern was about if this product could kill off plants and current effort is focused on restoring plants, so this was a concern and needed more info. Staff was concerned about unintended negative consequences to using in lakes.
 - 3. Chris and Matt were concerned about the staff and Board saying no, when requested information was on the internet (e.g., company site, etc.). They wanted the board/staff to take on more of the background info gathering themselves, but staff have limited time to explore unplanned for projects. (Do CAC presentations just need to include more URL links that staff can follow for more information?)
 - a) Research shows that continued alum treatments are potentially worse than the muck digester unintended negative consequences concerns
 - b) Staff wanted a small test first, but the muck digester proposal was already thought to be presented as a viable small-test project that was rejected
 - (1) What would be a small-test then? How should we present in the future?
 - (2) Chris and Matt are doing small local tests personally this year and will report results
 - c) Christian suspected this plan would actually be better for plant life in the long-run
- c. AIS/Signage (Christian, Ben)
 - 1. Moving forward – permit for station was granted for May-November – installation in early May

- 2. Work with Jamie and Shauna
- d. Fish Stocking (Christian)
 - 1. See Board update comments above
- e. Storage Assessment, Plans and Wetland Banking (Christopher, Woody, Jim)
 - 1. See Board update comments above

VIII. Other Topics

- a. Raymond Park update - video – Christian – link in e-mail
- b. Spring Lake Assoc. video – Bruce Loney suggested sending link around

IX. Goals & Topics for Next Meeting

- a. Assigning new members to subcommittees
- b. Subcommittee discussions: should/can we setup some kind of online discussion board with subcommittee discussions, an e-mail list, google drive?
- c. Budget timeline – what is it? When should feedback be in? – June and Sept – this needs to be better defined
 - 1. Bruce is PLSLWD treasurer, suggested look at 2021 budget process, projects, reports.
 - a) <https://www.plslwd.org/projects-and-programs/projects/>
 - b) <https://www.plslwd.org/2020plan/>
 - c) etc.

X. Staff & Other Announcements

- a. Past board meetings are on website and YouTube channel for information and review
- b. PLA 75th year – started the PLSLWD 50 years ago – watch for events
- c. Vierling farm was sold to developer – touches a large part of Lower Prior Lake

XI. Adjourn – 8:06 pm

- a. Motioned: Loren
- b. Seconded: Chris
- c. Passed

XII. Upcoming Meetings:

- a. Board Meeting: Tues, May 11, 6:00 pm
- b. CAC Meeting: Thurs, May 27, 6:30 pm