



*Mission: To protect and enhance the quality of water in the lakes within its jurisdiction....ensure wise decisions are made concerning the management and related land resources which impact these lakes.*

PELICAN RIVER WATERSHED DISTRICT  
**MEETING ANNOUNCEMENT**  
Regular MONTHLY MANAGERS' MEETING  
Thursday, November 20, 2014  
6:15 PM  
WATERSHED DISTRICT OFFICE  
Wells Fargo Bldg, 2<sup>nd</sup> Floor Conference Room  
211 Holmes Street West, Detroit Lakes, MN  
(218) 846-0436 www.prwd.org

## AGENDA

- 6:15 PM            1. Call To Order
- 6:15 PM            2. **Approval of Agenda and Consent Agenda (November 2014 Administrator's Report; Secretary's Report –October 16, 2014 Regular Meeting Minutes; November 2014 Rules/Permitting Report; November 2014 Ditch Inspector's Report**
- 6:20 PM            3. Progress Reports - Committee Chairs ( 5 minute reports)
- a. Personnel
- b. Aquatic Plant (Projects 1B & 1C)
- c. Advisory Committee
- 6:35 PM            4. Old Business
- a. St. Clair TMDL Update
- 6:45 PM            5. New Business
- a. **MAWD Delegate Selection**
- b. **MN DOT HWY 10 Rule Variance Request**
- 7: 15 PM            Public Forum (5 minutes)
- 7:20 PM            6. **Treasurer's Report**
- a. **Approve November Bills**
- b. **January – October 2014 Revenue and Expenses – to be filed and subject to audit.**
- 7:30 PM            7. Attorney's Report
8. Engineer's Report
9. Pulled Consent Agenda Items
- 7:45 PM            10. Announcements
- 7:50 PM            11. Meeting Adjournment

(action items in bold face)



THE PELICAN RIVER WATERSHED DISTRICT OF  
BECKER AND OTTERTAIL COUNTIES  
MINUTES OF REGULAR MEETING

Thursday, October 16, 2014

**Managers Present:** Kral, Brainard, Imholte, Okeson,

**Managers Absent:** Nansen, Haggart, Michaelson

**Staff:** Administrator Guetter, Asst. Administrator Alcott

**Consultants:** Attorney Karen Skoyles, Marlon Mackowick, Wenck Associates

**Advisory Committee:** John Okeson, Becker County Commissioner     **Others:** Jillian Walechka, Green Corps Member

The Regular Managers' meeting was called to order by President Kral at 6:15 PM.

**CONSENT AGENDA.** Motion to approve the consent agenda including the October 17, 2014 Meeting Agenda, Secretary Report–September 11, 2014 Public Hearing and Regular Meeting Minutes, October 2014 Administrator Report; October 2014 Rules/Permitting Report, and October 2014 Ditch Inspector's Report (Brainard, Okeson), carried unanimously.

**PROGRESS REPORTS**

- a. **Personnel Committee.** Nothing further to report.
- b. **Aquatic Plant Committee** – Nothing further to report. Imholte reported she has received many positive comments about the Flowering rush treatments.
- c. **Citizen Advisory** –Imholte reported she is a member of a Lake Detroiters dock ordinance review committee.

**OLD BUSINESS**

- a. **Rice Lake Project Update**-Guetter reported on the Targeted Watershed Grant application interview in St. Paul. The District will be notified of grant awards in December.
- b. **PRWD Office Space**- Manager Nansen reported the Wells-Fargo property manager would not agree to pay for upfront office improvement costs and assess those costs back to the District over the course of the five year lease agreement. The proposed "Third Amendment To Lease Agreement" was reviewed which extended the lease term to November 30, 2019 with an annual base rent of \$15,594.90. **Motion to approve and authorize Administrator Guetter to sign the Third Amendment To Lease Agreement between Wells Fargo Bank N.A. and the Pelican River Watershed District for office space and to spend up to \$16,000 for office space improvements (Imholte, Brainard), carried unanimously.**
- c. **ST. Clair Lake Total Maximum Daily Load (TMDL) Public Meetings.** The meetings will be held on October 23, 2014, at the Minnesota Pollution Control Agency (MPCA ) Office, 714 Lake Avenue, Detroit Lakes, MN. Two sessions are offered - 3:00 – 4:30 PM or at 6:00 – 7:30 PM. Managers were encouraged to attend.

**NEW BUSINESS**

- a. **Rule Variance Request – MN DOT Highway 10 linear project** – MN DOT requested to pull the request from agenda.
- b. **Revised Water Management Plan Extension Request** – see attached Resolution.
- c. **Becker County Bike Path Culvert/Ditch 14 Engineering Assistance Request.** The Becker County Highway Department requested to engage the services of Wenck Associates, the District's engineering firm, to assist with culvert sizing/engineering plans for the placement of culverts at the intersection of the bike path and Ditch 14. **Motion to approve and authorize a Conflict of Interest waiver with respect to Wenck Engineering providing professional services to the Becker County Highway Department for the culvert replacement project at the intersection of the county bike path and Ditch 14 (Imholte, Brainard), carried unanimously.**

**TREASURER'S REPORT.**

- a. **Approval of October Claims. #13967-13976 and EFT- 276-283 (\$29,174.17).** Managers reviewed monthly bills. **Motion to pay October bills (Imholte, Okeson), carried unanimously.**
- b. **Financial Report.** Imholte reviewed the January – September 2014 Revenues and Expenses Reports. **Motion to approve the draft January-September 2014 R & E Report (Imholte, Brainard), carried unanimously.** The report will be filed for audit.



THE PELICAN RIVER WATERSHED DISTRICT OF  
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**ENGINEER REPORT** – Engineer Mackowick reported he is also reviewing a new commercial construction project on West Lake Drive.

**ATTORNEY REPORT** – Nothing further to report.

**PULLED CONSENT AGENDA ITEMS-None**

**ANNOUNCEMENTS** – Manager Imholte announced she will not be in town for the November 2014 Managers' Meeting. Minnesota Association of Watershed District's Annual Meeting, Dec 4-6, 2014, Alexandria, MN.

**ADJOURNMENT. Motion to adjourn the meeting at 7:03 PM (Brainard, Imholte), carried unanimously.**

Meeting Approved : \_\_\_\_\_

\_\_\_\_\_  
Respectfully Submitted,  
David Brainard, Secretary

\_\_\_\_\_  
Tera Guetter, Administrator

*No tape was made of this meeting.*

**PELICAN RIVER WATERSHED DISTRICT  
RESOLUTION 2014-10-17**

*Revised Water Management Plan Extension*

**WHEREAS**, MN Statutes, Chapter 103D. 401 and Chapter 103D.405, Water Management Planning, authorizes the Pelican River Watershed District to develop and implement a comprehensive water management plan; and

**WHEREAS**, the District's current Revised Water Management Plan (RWMP) will expire February 24<sup>th</sup>, 2015; and

**WHEREAS**, MN Statute Chapter 103B.3367 gives the Board of Water and Soil Resources the authority to grant extensions to Comprehensive Watershed Management Plans, and

**WHEREAS**, the Local Government Water Roundtable (Association of Watershed Districts, Association of MN Counties, and Minnesota Association of Soil and Water Conservation Districts) recommended that local governments should organize and develop focused implementation plans of a watershed scale and the state of Minnesota is making a shift towards implementing a "One Watershed, One Plan (1W/1P) program, and

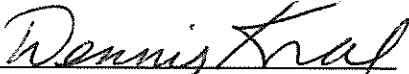
**WHEREAS**, Becker County requested an extension to their Water Management Plan from December 2014 to December 2016; and

**WHEREAS**, the District is in the process of completing an inventory and assessment for its storm water management permit/projects and drainage systems, and the St. Clair Lake TMDL, and

**WHEREAS**, extending the current plan will allow the District to align its plan with the Becker County water plan and will allow staff to utilize and incorporate information and data from the aforementioned efforts to focus and target watershed priorities.

**THEREFORE, BE IT RESOLVED**, the Pelican River Watershed District's Board of Managers hereby requests a Revised Water Management Plan extension to December 31, 2016.

**ADOPTED by the Board of Managers this 16<sup>th</sup> Day of October, 2014**

  
\_\_\_\_\_

Dennis Kral, Chair

Pelican River Watershed District Board of Managers

**ATTEST:**

  
\_\_\_\_\_

Tera L. Guetter, District Administrator

**Pelican River Watershed District  
Administrator Monthly Report  
November 14, 2014  
[www.prwd.org](http://www.prwd.org)**

## **MAIN DISTRICT WATER QUALITY INITIATIVES**

**Rice Lake Project** –A formal presentation of the Rice Lake Project was made to the “Targeted Watershed “ grant review committee last month in St. Paul. Final awards will be announced in mid-December. Guetter met with Sharon Josephson, District Office Director for US Representative Collin Peterson, to review funding options for the completion of the Rice Lake Project. MN DNR is assisting with seeding PRWD property (Heitman) for next spring.

### **MN GreenCorps Member .**

*Detroit Overlook Area.* Walechka finished the existing vegetation inventory of the Highway 10 Overlook with Marsha Watland, Becker SWCD, and Adam Kleinschmidt, NRCS, and compiled a report of the findings. A date to mulch the remaining trees is set for November 18, weather permitting. A plant replacement and maintenance plan will be updated this winter.

*Revised Management Plan/Rules* – Walechka is completing lake ‘basic information” background sheets for all district lakes and compiling an inventory of past studies. The studies will be scanned and available electronically. The information will be used in the Revised Management Plan and will also be available on the Website when completed. She has also started an inventory of various water quality rules.

*Website* - Walechka reformatted and compiled the 2011-14 permits issued.

**St. Clair TMDL.** Two public meetings were held on October 23<sup>rd</sup> on the draft St Clair Total Daily Maximum Load (TMDL) Nutrient Impairment plan at the Minnesota Pollution Control Agency, Detroit Lakes, MN. Major outcomes of the study include replacement of the City of DL waste water treatment system by 2022 and increased storm water management treatments in the downtown and west commercial areas. Meeting attendance was low, however the district was well represented by watershed managers Kral, Imholte, and Michaelson. The Detroit Lakes newspaper and KDLM radio station provided coverage. The next step is to publish the findings for public comment which will occur by the end of this year.

## **WATER MANAGEMENT RULES**

**Permits** - see enclosed report.

**HWY 10 Frontage Road** – Guetter and Alcott met with MN DOT staff to review current status of the road project.

## **EDUCATION**

**KDLM Radio** – Alcott and Walechka introduced themselves and briefly discussed needed enhancements to the HWY 10 overlook area.

## **MONITORING**

Alcott will finish the 2014 water quality report completed in December.

## **AQUATIC PLANT MANAGEMENT**

**Becker County AIS Panel**–The panel met on November 12<sup>th</sup> to review the following items: Mississippi Headwaters education proposal, potential Lake Park- Decontamination Site and other potential sites (Melissa/Pickerele/Two Inlets/Detroit lakes); status of the Floyd Shores Lake Association access arms/centralized decontamination grant application to the Initiative Foundation; AIS control cost share (Toad Lake Association request) and need for policy; and AIS vulnerability classification to assist with targeting funds for inspections.

U of MN AIS Research Center. Guetter will be in St. Paul November 25<sup>th</sup> to help draft the center's first strategic plan.

## **GENERAL ADMINISTRATION**

**Office Move** – The painting, flooring and electrical work is complete in the new office space. New signage will be in place within the week. Office furnishings will be moved on Friday, November 21 with heavy lifting assistance from the “Sentence to Serve” program. Computers, phone system, and copy machine will be moved on Monday, November 24<sup>th</sup>.

**Staff.** Brent Alcott is out of the office for a couple of weeks, as he became a new father to baby Harriet this month!

## **Ditch Inspector's Report**

November 2014.

**Ditch 11/12-** Nothing further to report.

**Ditch 13-** Scott Allie removed the two dams.

**Ditch 14-**Nothing further to report.

## PRWD Rules of Enforcement Report - November 14, 2014

### **Permits Issued:**

14-33*	Dave & Vicki Piepkorn	11545 Fern Beach Dr.	Alteration to Land	Melissa
14-34	Ron Peterson	216 Shorewood Dr.	SIZ Alteration	Detroit Lake
14-35	Paul & Dan Friesen	500 South Shore Dr.	Ice Ridge Alteration Tree removal in SIZ – Rip Rap	Detroit Lake
14-36	Joel & Christine Jaeger	15503 W. Munson Lane	Shoreline Alteration	Munson

*\*Permit pending per City variance.*

### **Projects Currently in Review:**

*MN DOT – Hwy 10 & 59 Improvement project  
 Mark & Anna Gryte – 16599 Long Beach Dr. – Restoration needed in spring  
 Don Spitzley – 2063 Elmwood Dr. – Rip Rap  
 Jim Lund – 1153 West Lake Dr. – Rip Rap & Alter to Land  
 Fairfield Inn – New Construction  
 BTD – Addition  
 Action Fab – Parking Addition  
 Team – Addition  
 Replat of Long Bridge Heights – Outlot A*

### **Other Actions:**

*512 South Shore Dr. – Alcott and Dave Neison, City of DL, measured impervious surface (24.25%)  
 190 Shorewood Dr. – Alcott and Dave Neison, City of DL, measured impervious surface (23.85%)*