



*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  
PUBLIC HEARING ON 2018 Budgets,  
Levies/Assessments and Fees  
Regular MONTHLY MANAGERS' MEETING  
Tuesday, September 12, 2017**

**6:15 PM**

**Wells Fargo Bank, 2<sup>nd</sup> Floor Conference Room  
211 Holmes Street West, Detroit Lakes, MN  
(218) 846-0436 www.prwd.org**

## **AGENDA**

- 6:15 PM PUBLIC HEARING – 2018 Preliminary Budgets and Levies/Assessments and Fees**
- 6:30 PM REGULAR MONTHLY MANAGER MEETING (to start after the Public Hearing/public comments received)**
- 1. Call To Order**
  - 2. Approval of Agenda and Consent Agenda (Administrator's Report; Secretary's Report – August 17, 2017 Regular Meeting Minutes; Rules/Permitting Report; Ditch Inspector's Report)**
- 6:35 PM 3. Committees**
- a. Personnel, RMP/Rules, Citizen Advisory
- 6:40 PM 4. Old Business**
- a. Rice Lake Project Progress
  - b. Revised Management Plan Progress
  - c. City of Detroit Lakes Shoreland Ordinance
- 7:00 PM 5. Treasurer's Report**
- a. **Approve September 2017 Bills**
  - b. **Approve September Fund transfer**
  - c. **Review January-August 2017 Revenue & Expenses – to be filed and subject to audit.**
  - d. **American National Bank – 6 month CD to expire 9/22**
- 7:15 PM 6. New Business**
- a. **Approve 2018 Preliminary Budget, levies, assessments and fees**
  - b. **Rule Violation Update**
  - c. **Cost Share Application Approvals**
  - d. **Bids on 1987 Harvester**
- 7:45 PM 7. Public Forum (5 minutes)**
- 7:50 PM 8. Attorney's Report**
- 9. Engineer's Report**
- 10. Pulled Consent Agenda Items**
- 11. Announcements**
- 8:00 PM 12. Meeting Adjournment (action items in bold face)**



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

August 17, 2017

**Managers Present:** Kral, Imholte, Michaelson, Okeson, Deede, Refsland, Haggart

**Managers Absent:** None

**Staff:** Administrator Guetter, Alcott, Moses

**Consultants:** Engineer Marlon Mackowick

**Advisory Committee:** John Okeson, Becker County Commissioner      **Others:** Terry Anderson

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

**CONSENT AGENDA.** The consent agenda, including the August Administrator Report; Secretary's Report – July 20, 2017 Regular Managers' Meeting Minutes; August Rules/Permitting Report; and August Ditch Inspector's Report, (Okeson, Michaelson), carried unanimously.

**PROGRESS REPORTS.**

*Personnel Committee* - Nothing further to report.

*Rules/Revised Management Plan (RMP)*- Nothing further to report

*Citizen Advisory Committee* –Nothing further to report

**OLD BUSINESS.**

- a. **Rice Lake Progress.** Guetter has been in contact with Detroit Township and will attend their October meeting to review plans.
- b. **Revised Management Plan Progress.** Guetter continues to work with Wenck and a draft will be completed in the next 2-3 months.
- c. **City of Detroit Lake Shoreland Ordinance.** City staff reviewed the proposed changes to the Ordinance Committee on July 20<sup>th</sup>. A formal "first reading" of the proposed ordinance changes will occur later this fall. Staff will continue to attend meetings and provide input as needed.

**TREASURER'S REPORT.**

- a. **Approval of August 2017 Claims.** Treasurer Michaelson reviewed the monthly bills with the Managers. **Motion to pay August 2017 claims (Checks #14348-14358 and EFT 487-494) in the amount of \$52,299.30 (Michaelson, Deede), carried unanimously.**
- b. **August Fund Transfers.** **Motion to transfer \$75,000 from Bremer Bank savings account to the checking account (Michaelson, Refsland), carried unanimously.**
- c. **Financial Report.** The January-July 2017 Revenues and Expenses Report was reviewed by the managers. **Motion to approve the January-July 2017 R & E Report (Michaelson, Haggart), carried unanimously.** The report will be filed for audit.

**NEW BUSINESS.**

- a. **Review 2018 Preliminary Budget, Levies, Assessments and Fees:** Guetter presented to the board of managers the draft 2018 budgets, levies, fees, and assessments for General, Survey and Data Acquisition, Water Management (Utility), LMP-01, Projects 1B Sallie/Melissa, Project 1C Detroit/Curfman, Project Implementation (PIF), and Drainage systems 11, 12, 13, 14. No changes from 2017 levies, assessments or fees were proposed.

The District has a storage building at Dunton Park which was built in the 1980's timeframe and has had little maintenance or upgrades (dirt floor). There was discussion while reviewing the PIF fund regarding budgeting funds for concrete flooring. This discussion lead to the equipment that the District currently owns that is being



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MINUTES OF REGULAR MEETING

stored and not used, namely an aquatic harvester and the conveyer. Moses mentioned that half a dozen people from other States have called the District inquiring if we had a harvester for sale. Since the District is now chemically treating Curly-Leaf Pondweed and Flowering rush and the harvester and conveyor have not been used in the past couple of years, the managers decided it was time to sell the equipment while it is still in working condition. If Starry Stonewort invades District lakes, different type of equipment will be required for management. The District has listed equipment on the GovDeals.com auction site in the past with satisfactory results. **Motion to list the Aqua Marine aquatic plant harvester (1987) and trailer on GovDeals.com (Michaelson, Refsland) passed unanimously.** Moses and Anderson will compile the information and list the items with a "reserve price". If the reserve price has not been met, then the District will wait until spring 2018 to sell the equipment.

- b. **Rule Violation Update.** Guetter gave a brief status update.
- c. **PRWD Cost Share Applications.** The District received one Cost Share application for tree replacement in the Shore Impact Zone from Byron Nordby at 24236 County Hwy 22, located on Lake Sallie. He replaced three trees in the Shore Impact Zone which were lost in the July storm event. Staff verified plantings and took pictures. **Motion to reimburse Byron Nordby 75% of the tree cost in the amount of \$120.79. (Imholte, Michaelson) carried unanimously.** Okeson asked about the budgeted amount allocated for the Cost Share program. Guetter reported there is a total of \$50,000 budgeted for grant matches and projects, however approximately up to \$10,000 was earmarked for the cost share program. The cost share program sets maximum limits of \$500- single family; \$1,000-Condo/Apartments; \$1,500- Not-for-Profit, religious organizations, public/private schools, local government agencies, and private businesses. To date, the District has received only a handful of applications and the Managers' consensus is to continue accepting applications and to "monitor" program potential committed funds.
- d. **District Projects/Programs Manager Tour** –Managers Kral, Refsland, Deede and Michaelson toured District project areas and noted the tour was very informative. Sites included on the tour were the Flowering Rush project area on Lake Sallie, storage building and equipment, City of Detroit Lakes new raingarden installation, Rice Lake project, and the Campbell Creek area. They noted the increase in Flowering rush at the park on both the Sallie and Muskrat lake sides.

**PUBLIC FORUM** –Becker County Commissioner John Okeson noted he would help check into the history on the district's storage shed at the park and suggested a "memorandum of understanding" in the record regarding the district's facility should it need to make improvements at the site.

**ATTORNEY REPORT**— No report.

**ENGINEER REPORT** – Mackowick and Guetter visited The Landing site before the meeting, noting they would be making recommendations for plan changes to the project engineer. Mackowick noted the Par Place storm water plan has been approved and expects to approve the Airport improvements shortly.

**PULLED CONSENT AGENDA ITEMS**- None.

**ANNOUNCEMENTS** – The September Public Hearing for 2018 Budgets, Levies, Fees, and Assessments followed by the September Regular Managers' meeting will be on Tuesday, September 12 at 6:15 PM at the Wells-Fargo Bank Building, 2<sup>nd</sup> Floor Conference Room, 211 Holmes Street West, Detroit Lakes, MN

**ADJOURNMENT.** Motion to adjourn the meeting at 8:02 PM (Kral, Michaelson), carried unanimously.

*Janice Haggart*  
Respectfully Submitted,  
Janice Haggart, Secretary

Meeting Approved: 9/12/17

No tape was made of this meeting.

**Pelican River Watershed District**  
**Claims Paid**  
**August, 2017**

<u>Date</u>		<u>Num</u>	<u>Amount</u>
<b><u>Employee ACH</u></b>			
08/21/2017	*Alcott, Brent	EFT-487	\$ 140.77
08/21/2017	*Guetter, Tera	EFT-488	\$ 449.29
08/21/2017	*Moses, Brenda	EFT-489	\$ 68.01
			<b>\$ 658.07</b>
<b><u>Vendor ACH</u></b>			
08/21/2017	Lakes Computer Repair & Consulting	EFT-490	\$ 355.01
08/21/2017	RMB Environmental Laboratories, Inc.	EFT-491	\$ 1,913.00
08/21/2017	Wells Fargo-Office Lease	EFT-492	\$ 1,299.58
08/21/2017	Wenck Associates, Inc	EFT-493	\$ 7,027.78
08/21/2017	Xerox Corporation	EFT-494	\$ 273.52
			<b>\$ 10,868.89</b>
<b><u>Vendor Checks</u></b>			
08/21/2017	Arvig	14348	\$ 51.90
08/21/2017	Bank of America	14349	\$ 479.03
08/21/2017	County 6 Amoco & Bait	14350	\$ 240.82
08/21/2017	Holiday Companies	14351	\$ 6.50
08/21/2017	L & M Supply	14352	\$ 11.87
08/21/2017	Professional Lake Management	14353	\$ 24,141.08
08/21/2017	Schultz Garage & Bus Co., Inc	14354	\$ 84.00
08/21/2017	Verizon	14355	\$ 40.16
08/21/2017	Office of Enterprise Technology	14358	\$ 90.59
			<b>\$ 25,145.95</b>
<b><u>Cost Share Program</u></b>			
08/22/2017	*Nordby, Byron	14357	\$ 120.79
			<b>\$ 120.79</b>
<b><u>Rice Lake Project</u></b>			
08/21/2017	Houston Engineering Inc.	14356	\$ 15,505.60
			<b>\$ 15,505.60</b>
8/10/2017	Employee Payroll	EFT 477-483	\$ 6,131.02
8/15/2017	Federal Withholding		\$ 2,522.06
8/15/2017	Supplemental Benefits	EFT 484-486	\$ 2,184.92
8/24/2017	Employee Payroll	EFT 495-501	\$ 6,630.61
8/31/2017	Federal Withholding		\$ 2,183.72
8/31/2017	MN HCSP		\$ 400.00
8/31/2017	MN Revenue		\$ 716.00
8/31/2017	NACO		\$ 1,846.00
8/31/2017	PERA		\$ 1,992.62
			<b>\$ 24,606.95</b>
<b>Total August Expenses</b>			<b><u>\$ 76,906.25</u></b>

**MAIN DISTRICT WATER QUALITY INITIATIVES**

**Targeted Watershed Nutrient Reduction Grant/Rice Lake Project.** The District will meet with Detroit Township on October 10<sup>th</sup>.

**Revised Management Plan** –Wenck is writing up the draft this month. Guetter is finishing up lake reports sections.

**Water Management Rules** – Staff and Wenck will start to update the Rules and will include buffer enforcement abilities. Suggestions from the City of Detroit Lakes will be reviewed and considered for inclusion with the draft Rules.

**Ottertail Basin Watershed Restoration and Protection Strategies (WRAPS)** – There are 80 watersheds in Minnesota with parts of six watershed areas in Becker County (Red River Basin: Ottertail, Buffalo, Wild Rice; Mississippi Basin: Crow Wing, Redeye, Mississippi Headwaters). Within Becker County, the Ottertail River Basin, which includes the Pelican River, has the largest percent of land cover at 37%, followed by Crow Wing at 25%, with Buffalo and Wild Rice at 19% and 15% respectively. Since 2008, the State of MN has been checking the health of lakes and streams within the major watershed areas on a 10 -year cycle. These assessments are called WRAPS, which involves intensive water and biological monitoring and assessment to see if rivers and lakes meet standards for drinking, swimming, fishing, and biological integrity. From the assessments, then strategies for the entire basin will be developed to restore and protect the rivers and lakes. As part of this process, agencies and citizens will be working together to develop a coordinated implementation plan which will be executed through the local water planning process. The Wild Rice, Buffalo, and Crow Wing/Redeye WRAPS have been completed with the Ottertail slated to be completed in 2020. For the past two years, Minnesota Pollution Control Agency and the MN DNR have been collecting field data. Agencies are now building a database of past studies and plans for the Ottertail to be compiled and included in the WRAPS plan (MPCA, MN DNR, Dept of Health, Dept of Ag, local water groups (Watershed Districts, Soil and Water Conservation Districts). They are also forming an education and outreach subcommittee and Moses has indicated an interest to be a part of this committee.

**WATER MANAGEMENT RULES**

**Permits** - see enclosed report.

**City of Detroit Lakes Shoreland Ordinance Advisory Committee Meeting** – The city held a second information meeting on August 24<sup>th</sup> on the draft shoreland ordinance. Citizen comments were largely focused on the impervious surface mitigation requirement differences between Long and Detroit Lake. The City ordinance uses the Becker County standards for Long but did not have the same requirement for Detroit which raised many questions with the Long Lake residents. There were several suggestions for “tweaking” the thresholds and the committee will meet on September 18<sup>th</sup> to review and consider the comments for the ordinance. Meanwhile, Hecock has contacted the office and suggested we look at build out scenerios for Long, Detroit, and other lakes which are included in the ordinance area as well as compare the lakes’ sensitivity to shoreline modification (impervious surface) with the shoreline to lake area ratios, overall lake volume, number of lots, and average size of lots. Alcott has started compiling data and maps.

**Long Shore Mining** - Nothing further to report.

## **MONITORING Lakes.**

Summer interns Allie Shorter and Tyler Haaland-Zurn returned to school and Alcott is finishing up the lake and stream monitoring for 2017. This year has produced some interesting data results from Big, Middle and Little Floyd Lakes. We have been taught how land use affects the receiving waters and this summer provided a good case study. 10-year water clarity readings for Big Floyd are 13.5ft and 6 ft for North Floyd. North Floyd water clarity is largely influenced by Campbell Creek runoff. In 2017, Campbell Creek flow has been intermittent with little to no water flow caused up an upstream beaver dam and a lack of rainfall resulting in greatly reduced water discharge to North Floyd thereby decreasing phosphorus and sediment quantities. The cause and effect of this resulted in a large increase in North Floyd water clarity. Average water clarity from June-August shows North Floyd at 10.5 feet. However, Big Floyd Lake experienced a downturn as it was heavily impacted by an extreme wind storm event in mid-July. Large stretches of shoreline on Big and Little Floyd had major damage with uprooted trees, especially along the southern shoreline along Floyd and Paradise Points. The shallow tree roots along the shoreline caused long stretches of shoreline to be lifted exposing highly organic and nutrient rich soils which eroded into the lake. The water clarity readings on Big Floyd decreased from 11.5 feet on July 6<sup>th</sup> down to 8 feet on July 18<sup>th</sup> after the storm. North Floyd clarity reading on July 6<sup>th</sup> was 13 ft ( TP-22ppb) and 8 ft (TP 22ppb) on July 18.

Melissa has had highly variable water clarity readings over the past 30 years with no defined trend emerging (increasing, decreasing, or no change). The lake was listed infested with Zebra mussels in 2014, however adult mussels were found indicating their presence most likely in 2012. Average water clarity before the infestation (1995-2014) was 9.7 feet. Over the past three years, water clarity is increasing with 2017 seeing a jump to the 17 ft average range. This initial change in water clarity will become less pronounced overtime, often in conjunction with algae blooms which are also noted in other lake studies following zebra mussel establishment. Increases in water clarity also promote denser aquatic vegetation growth and to greater depths of water which may affect ability to reach open water. We will need several more years of data to determine changing trends. Lakes Sallie and Detroit were listed in 2016 for Zebra mussels. The U of MN is conducting studies for determining cost-effective monitoring of lakes newly infested with Zebra mussels which involves developing underwater survey methods to establish population abundance and distribution which will aid in guiding treatment options and post-treatment monitoring (effectiveness). Other research included assessing impacts of ZM's on walleye population to identify management strategies. Lake Oneida, NY had a 30% decrease in adult walleye after infestation. Also, the U of MN is identifying ZM genetic markers to aid in identifying transport pathways and conducting very limited treatments using EarthTec QZ, physical removal, potassium chloride, however, ZM were found during post-monitoring. Instead of focusing on the adult population, research may be turning towards population control of the veligers (immature ZM) over a period of time.

**Streams.** Blockages in Campbell Creek have resulted in such low flow, none in many cases, that stream flows were not able to be measured for most of the season. Samples were only taken following rain events and when stream flow was observed. Samples were not taken in situations where there was no, or negligible, flow.

Staff completed the investigation for additional blockage on Ditch 13 (Pelican River) between Rice Lake and Highway 34. One beaver dam was located near the outlet of Rice Lake. No additional blockages were located.

## EDUCATION

**KDLM Radio** – Alcott spoke on Hodge Podge on August 18 regarding the District cost share program, local water quality trends, gave an update on the Flowering Rush treatments. He also recognized the City of Detroit Lakes for their help with the City Park Raingarden.

**Floyd Lake Point Meeting** – Alcott attended the meeting on Saturday, August 26 to discuss the District cost-share program, current projects, and lake water quality.

**9<sup>th</sup> Grade Water Watch/Sucker Creek.** The District is part of the education team for the High School level Sucker Creek field day on September 27<sup>th</sup>. Alcott will be teaching the water quality section. In order to prepare the students for the field monitoring day, a “practice session” will be held on September 20 at the Pelican River to teach sampling protocol and learn how to operate a water quality measurement sonde. Alcott will be assisting Steve Fode (DLHS chemistry teacher) with this effort. In addition to the field exercise, the students will be involved in a mock community planning meeting where the students will decide if the best land use for the Sucker Creek preserve is to develop it for residential housing or to protect the natural ecosystem and preserve it as a park. They will hear varying viewpoints from community members regarding development, tax base, housing needs, conservation, and preservation of our natural resources and the choices our community must make with balancing the uses. Guetter will be a presenter with this exercise.

**Minnesota Association of Watershed Districts – Conference and Education Planning Meeting.** Guetter attended the meeting in Chanhassen on August 29<sup>th</sup> and assisted with choosing the education sessions from the submissions. There was some discussion with moving the conference start day to Wednesday and ending it by noon on Friday. This would be a consideration for the 2018 conference.

## AQUATIC INVASIVE SPECIES MANAGEMENT

**Roadside Aquatic Plant Pickup Program** – Rob Kiihn has finished working for the season and Terry will continue to work through the end of September on his own.

**MN DNR AIS Advisory Committee** –Guetter attended the meeting on August 28<sup>th</sup> in St. Cloud. The group heard from the MN DNR regarding Wright County mandatory inspection and decon on three lakes (not moving forward yet!), carp tagging study, new invasive species listings, Starry Stonewort management, required monitoring, 2017 legislative decisions and impacts on AIS programming (not positive). The group set meeting priorities for the remainder of 2017. In October the committee will hear from Greg Husak on the MN DNR communications efforts and will discuss 2018 legislative initiatives.

## GENERAL ADMINISTRATION

**2018 Budgets** – Guetter and Moses reviewed 2017 year to date financials and drafted a proposed 2018 budget, levies, assessments, and fees for review.

**MN Water Resources Conference** – October 17-18<sup>th</sup> St. Paul River Center.

**BWSR Academy** – Scheduled for November 1-3 at Cragun’s Resort in Brainerd, MN. Guetter is scheduled to speak on November 2 at a session regarding Civic Engagement.

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## PRWD 2017 Best Management Cost Share Program Status

### Application, Project Completed, Receipts received

Halvorson (Detroit) Shoreline Restoration	\$ 500
C. Herman (Detroit) Shoreline Restoration	\$ 500
J. Herman (Detroit) Shoreline Restoration	\$ 500

**Application, Project completed, waiting for receipts**

Scallon-1 (Detroit) Shoreline Restoration	\$ 500
Scallon-2 (Detroit) Shoreline Restoration	\$ 500

**Application, Project not completed**

Nodaway Condo – 2 Raingardens	\$ 1,000
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**Total potential encumbered funds to date: \$3,500**

**PRWD 2017 Summer Storm Damage Tree Placement Cost Share (limited time)**

**Application, Project Completed, Receipts received**

Nordby (Sallie) Tree	\$ 120 - August bills/paid
Peterson (Floyd) Trees	\$ 500

**Application, Project not completed**

Kloster (Floyd) trees	\$500
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**Total potential encumbered funds to date: \$1,120 \*\***

**\*\*May have addition receipts in October**

**Ditch Inspector's Report  
September 2017**

**Ditch 11/12** – A blockage remains between 230<sup>th</sup> Street and Campbell Lake. The blockage will be removed in the fall, after soybean crops are harvested.

**Ditch 13** – A small beaver dam remains near the Rice Lake outlet.

**Ditch 14** – Nothing to report.

**MN Association of Drainage Inspectors Fall Meeting** – August 23th, Holiday Inn, Alexandria. Guetter attended this session which covered maneuvering implementation of the buffer law and drainage law.



# RULES OF ENFORCEMENT

## September



### **Permits Issued**

17-46	Iron Eagle (Par Place)	20980 County Hwy 21	Impervious surface over 10,000 sq ft. New Plat.
17-47	Barbara Jacobs	27190 Little Floyd Lake Rd.	SIZ alteration—remove retaining wall, install plants.
17-48	Sonja Lillquist	12973 West Lake Sallie Dr.	SIZ alteration—remove and replace damaged trees.
17-49	Wendy Gjerde	15587 W. Munson Lane	SIZ alteration—replace retaining wall and trees.
17-50	Lake Life Hospitality (Long Bridge Bar)	2000 Long Bridge Road	Impervious surface coverage greater than 25% lot coverage in Shoreland District.
17-51	Marilyn Cornforth	11484 Ravenswood Beach Rd.	SIZ alteration—remove 2 trees and replace with 4 trees.
17-52	Jon Anderson	12809 West Lake Sallie Dr.	SIZ alteration-repair and replace existing rip rap, Build 4' stairs to lake.
17-53	City of Detroit Lakes	Detroit Lakes Airport Phase I	Impervious surface coverage more than 1 acre. Expansion of runway and taxiway.
17-54	Great Const. Innovations	Golden Bay Shores Development	Retaining wall installation within Bluff Impact Zone.
17-55	Mike & Rhonda Montgomery	20496 Oakland Beach Road	SIZ alteration—Install native shoreline, sand beach, install steps to lake.
17-56	Becker County	1411 Hwy 59 North	Becker County Jail & Reconstruction of Stony & Hillcrest Road. Impervious surface coverage exceeding 25% lot Coverage.

### **Permit Applications submitted:**

**B & W Properties (The Landing)** -1547 Willar Ave., New 6 unit PUD. PRWD requested modification to plan to alleviate possible flooding on neighboring property. Wenck currently reviewing revised plan.

### **Permit Applications expected:**

**Justin & Jamie Skarie**— 303 Holmes St.—Constructing business office with parking. He is currently working on his storm water plan and will submit with application when complete.

**Fireside**—Removal of 3-season porch/patio expansion

**Barb Mollberg & Brian Clark**—1624 Long Bridge Rd.—received variance for deck with mitigation required. Becker SWCD and staff working together to develop a plan.

### **Violations Under Remediation:**

**Dallas Nesemeier**—24252 County Hwy 22, Shore Impact Zone violation, no permit. Alcott to follow up.

**BBP Investments/Pro Resources, Scott Busker**—1265 W. Hwy 10, New construction, storm water plan needed. Managers requested that Guetter follow up to try and come to a resolution that is acceptable to both parties.

### **Environmental Assessment Review:**

**Long Shore Development**— Under review by Becker County.