



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, February 21, 2013

6:15 PM
WATERSHED DISTRICT OFFICE
Wells Fargo Bank, 2nd Floor Conference Room
211 Holmes Street West, Detroit Lakes, MN
(218) 846-0436 www.prwd.org

AGENDA

- 6:15 PM
1. Call To Order
 2. Approval of Agenda and Consent Agenda (Administrator's Report; Secretary's Report –*January 17, 2013 Regular Meeting Minutes; Rules/Permitting Report; 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
- 6:40 PM
4. Old Business
 - a. Rice Lake Project Update
 - b. St. Clair TMDL Update
- 7:00 PM
5. New Business
 - a. **2013 Work Plan Meeting Date**
 - b. Legislative Update – Service Tax Implications, AIS
- 7:30 PM
6. Public Forum (5 minutes)
- 7:35 PM
7. Treasurer's Report
 - a. **Approve February Bills**
 - b. Review January 2013 Revenue and Expenses – to be filed and subject to audit.
 8. Attorney's Report
 9. Engineer's Report
 10. Pulled Consent Agenda Items
- 8:00PM
11. Announcements
 - MAWD Legislative Days (March 13-14), Kelly Inn, St. Paul, MN
- 8:05 PM
12. Meeting Adjournment

(action items in bold face)



BECKER AND OTTERTAIL COUNTIES
MINUTES OF REGULAR MEETING

January 17, 2013

Managers Present: Kral, Okeson, Brainard, Nansen Jordan, Haggart

Managers Absent: Imholte

Staff: Administrator Guetter, Terry Anderson

Consultants: Attorney Lisa M. Tufts

Advisory Committee: NONE Others: NONE

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 January Administrator's Report; Secretary's Report - December 13, 2012 Regular Managers' Meeting Minutes; January Rules/Permitting Report; and January Ditch Inspector's Report (Brainard, Okeson), carried unanimously.

ELECTION OF OFFICERS/COMMITTEE APPOINTMENTS/SIGNATORIES

Motion to re-elect current officers: Dennis Kral – President; Orrin Okeson – Vice President; David Brainard – Secretary; Ginny Imholte- Treasurer (Brainard, Nansen), carried unanimously.

Committee appointments will remain the same for 2013:

Personnel Committee: Haggart, Okeson, Kral

Aquatic Plant Committee: Imholte, Jordan, Nansen

Check Signatories: PRWD Officers (President-Kral, Vice President-Okeson, Secretary-Brainard, Treasurer-Imholte).

PROGRESS REPORTS

- a. **Personnel Committee** – Haggart reported the committee met on January 9th to review Administrator Guetter's annual performance. **2012 Salary considerations. Motion to accept the Personnel Committee's recommendation and approve a 2% salary increase for Administrator Guetter (Haggart, Brainard), carried unanimously.**
- b. **Aquatic Plant Committee** – the committee did not meet.
- c. **Citizen Advisory** – Nothing further to report.

OLD BUSINESS

- a. **Rice Lake** –Guetter reported the agencies (PRWD, NRCS, MNDNR) are working on a "Memorandum of Understanding" which outlines actions and costs for completion of the project.

NEW BUSINESS

- d. **Selection of 2013 Depository** – Motion to select Wells Fargo Bank as the District's depository for 2013, (Kral, Brainard), carried unanimously.
- e. **Selection of 2013 Official Newspaper.** Motion to select the Detroit Lakes Record/Tribune as the official newspaper of the District (Nansen, Okeson), carried unanimously.
- f. **Monthly Manager Meetings.** Monthly board meetings will remain on the third Thursday of the month at 6:15 PM.

PUBLIC FORUM – NONE

TREASURER'S REPORT.

- a. **Approval of Claims #13512-13524 (\$9,778.07)** The monthly bills were reviewed. **Motion to pay January 2013 bills, (Brainard, Haggart) carried.**
- b. **Financial Report.** The January-December 2012 Revenues and Expenses Report was reviewed by the managers. **Motion to approve the draft Jan-Dec 2012 R & E Report (Brainard, Okeson), carried.** The report will be filed for audit.

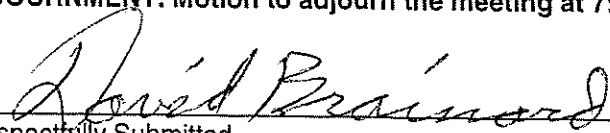
ATTORNEY REPORT–Attorney Tufts reported the District will be closing on Johnson Property.

ENGINEER REPORT –No Report.

PULLED CONSENT AGENDA ITEMS- NONE

ANNOUNCEMENTS – Guetter gave a brief DNR Roundtable update. Manager Jordan congratulated Administrator Guetter on her appointment to the MN AIS Advisory Committee.

ADJOURNMENT. Motion to adjourn the meeting at 7:24PM (Brainard, Haggart), carried.


Respectfully Submitted,
David Brainard, Secretary

Meeting Approved : _____

**Pelican River Watershed District
Administrator Monthly Report**

February 15, 2013
www.prwd.org

MAIN DISTRICT WATER QUALITY INITIATIVES

1. Upper Pelican River Watershed District Project.

Rice Lake Wetland

- a. **DNR Lessard-Sams Grant.** Final reports will be submitted by month end.
- b. **BWSR – Clean Water Legacy Grant (Rice Lake Project) –** Report filed –Submitting expenses for final reimbursements
- c. **MPCA CWP Grant - Pearl Lake Sub-watershed Diagnostic Study.** Guetter, Hecock, and Merritt met to identify any remaining items needed for the Final Diagnostic and Feasibility Study (due June 30). Merritt will complete hydrologic modeling. NRCS will assist with agricultural land use analysis and make suggestions for potential best management practices if necessary. Becker County completed the Pearl Lake septic survey. MPCA is reviewing nearby gravel extraction activities. Hecock will prepare a preliminary draft by April 1st for MPCA initial review.

- 2. Lake St. Clair TMDL.** EOR is completing the nutrient modeling next week and we will schedule meetings with MPCA and City of Detroit Lakes staff to review nutrient load allocations. The next step will be a public meeting in March.

WATER MANAGEMENT RULES

- a. **Permits** - see enclosed report.
- b. The District continues to monitor variance requests and other City and County planning/zoning actions.

EDUCATION

Hodge-Podge –Guetter discussed Becker County AIS committee recommendations to the Becker County Commission, St. Clair Lake TMDL, and Governor Dayton's sales tax reform policies.

COLA – Hecock continues work with COLA board to prepare for the upcoming COLA year. This entails program planning. COLA accomplishments for the year have been compiled and will be distributed in the packet. Hecock represented COLA in pressing the County Commissioners to take action on the AIS plan prepared by the County's AIS Task Force. COLA acknowledges the support and close working relationship with PRWD.

Legislative Issues – Governor Dayton is proposing a sales tax reform which will decrease the MN sales tax by 20% (5.5% rate) on existing taxable goods and services and broaden the base to include additional goods and services such as legal, accounting, environmental, engineering, and computer consulting services. Local units of government could be affected. See enclosed information.

MONITORING, DATA COLLECTION AND MANAGEMENT

Hecock has been processing, entering, formatting, and reviewing 2012 stream and lake monitoring data. In addition, he has extracted historic data from District and other agency files in connection with the Pearl Lake diagnostic project. 2012 weather and lake level data have been reported to DNR.

GENERAL ADMINISTRATION

Personnel – Office Assistant – Brenda Moses joined our staff on February 15th as the new Office Assistant. Brenda and her husband, Tom, returned to the Detroit Lakes area last July from Jackson, MN. Brenda was an account manager for a small manufacturing company and also worked at Jackson City Hall in customer service. They have two grown children, a son in the Air Force and a daughter attending UND.

Assistant Administrator – Interviews are scheduled over the next couple of weeks.

2012 Annual Report. – During the December and January holidays, student interns began working on the 2012 report. Hecock has added sections on water quality, AIS, and other issues. We are awaiting information on Flowering Rush research efforts. Guetter will complete the report in March.

Bookkeeping – with the addition of Brenda Moses, we will finish 2012 year-end activities and schedule the audit. Imholte and Guetter prepared employee W-2's and independent contractor 1099's and 1099-S for easements.

AQUATIC PLANT MANAGEMENT

Becker County AIS Committee– Guetter was appointed to the County Task Force. Becker County Commissioners reviewed the committee's recommendations including hiring of an AIS coordinator (explore various hiring options – employee, sub contract, etc). See enclosed resolution.

DNR AIS Committee – Guetter attended meeting in St. Cloud on January 24th. The meeting primarily focused on introductions/backgrounds, review of 2012 activities, meeting format, and future locations. The next meeting will be held on February 28th and will focus on legislative policy and 2013 activities. See enclosed information.

PRWD 2013 Flowering Rush Treatments. Nothing further to report – waiting on 2012 research reports to start planning 2013 treatment plans with DNR.

Ditch Inspector's Report February 15, 2013, 2013

Ditch 11/12- Nothing further to report

Ditch 13- Nothing further to report.

Ditch 14- Nothing further to report.

PRWD Rules of Enforcement Report - February 15, 2013

Permits Issued:

13-01	Pat Eidenschink	25452 Eidenschink Rd.	SIZ – shoreline repair	Floyd
13-02	Melvin Wendel	1574 West Lake Dr.	SIZ – Rip-Rap	Detroit Lake

Projects Currently in Review with Engineer: MN DOT HWY 10/59 Improvements

Other Projects:

- *Emmanuel Community Addition*
- *Wenner Road – City of Detroit Lakes*