



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, August 17, 2017

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 – July 20, 2017 Regular Meeting Minutes; Rules/Permitting Report; Ditch Inspector's Report)**
- 6:20 PM**
3. **Committees**
 - a. Personnel, RMP/Rules, Citizen Advisory
- 6:25 PM**
4. **Old Business**
 - a. Rice Lake Project Progress
 - b. Revised Management Plan Progress
 - c. City of Detroit Lakes Shoreland Ordinance
- 6:45 PM**
5. **Treasurer's Report**
 - a. **Approve August 2017 Bills**
 - b. **Approve August Fund transfer**
 - c. **Review January-July 2017 Revenue & Expenses – to be filed and subject to audit.**
- 7:00 PM**
6. **New Business**
 - a. Review 2018 Preliminary Budget, levies, assessments and fees
 - b. **Rule Violation Update**
 - c. **Cost Share Application Approvals**
 - d. Manager Tour remarks
- 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

July 20, 2017

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

Managers Absent: Haggart

Staff: Administrator Guetter

Consultants: Attorney Karen Skoyles

Advisory Committee: None **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 July Administrator Report; Secretary's Report – June 15, 2017 Regular Managers' Meeting Minutes; July Rules/Permitting Report; and July Ditch Inspector's Report, (Michaelson, Deede), carried unanimously.

PROGRESS REPORTS.

Personnel Committee - Nothing further to report.

Rules/Revised Management Plan (RMP)- Guetter will be meeting with the City of Detroit Lakes staff on August 2nd for Rules revision input.

Citizen Advisory Committee –See Administrator report.

OLD BUSINESS.

- a. **Rice Lake Progress.** The upper and lower structure plans and Operations and Maintenance plan should be finalized in September. Guetter will schedule an update meeting with Detroit Township in October. Easements will be completed in the next two months.
- b. **Revised Management Plan Progress.** Guetter will be meeting with Wenck July 24-25 to draft the implementation sections.
- c. **Flowering Rush Treatments.** The second treatment on Detroit, Curfman, Sallie and Melissa is scheduled for Thursday, July 27, weather permitting, with back up dates of either Friday, July 28 or Monday July 31.
- d. **City of Detroit Lake Shoreland Ordinance.** City staff is reviewing the proposed changes the Ordinance Committee is recommending with the Planning Commission on July 20th. Staff will give an informational overview of the need and reasonableness for the revisions, including using the updated Draft MN DNR Shoreland Ordinance (October 2016) as a starting template, introducing flexibility in certain zones, and updating definitions and accompanying graphics. A formal "first reading" of the proposed ordinance changes will occur later this fall.
- e. **Minnesota Association of Watershed Districts Special Meeting and Summer Tour update.** Managers Kral, Okeson, and Imholte attended the special meeting and watershed tour. The MAWD special business meeting passed the proposed updated Bylaws, Manual of Policy and Procedures and the 2018 Preliminary budget which supports the hiring of an organization executive director. The Leech Lake watershed tour included the Rabideau Civilian Conservation Corps Camp, Federal Dam Leech Lake Reservoir, and a MN DNR Fisheries overview of fish management on Leech Lake, locally led conservation efforts (City of Walker storm water management improvements, etc), and Aquatic Invasive Species Prevention programs. Education sessions included talks by faculty and students from Bemidji State University. Aquatic studies department studying the effects of beaver activity on brook trout habitat and providing management recommendations for co-managing the species along the North Shore of Lake Superior, growth stages and hatch rates of yellow perch when exposed to different water scenarios (agricultural, septic systems, sewage treatment plants, forested) and incorporating digital photography to enhance pictorial renderings.



THE PELICAN RIVER WATERSHED
DISTRICT OF
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MINUTES OF REGULAR MEETING

TREASURER'S REPORT.

- a. **Approval of July 2017 Claims.** Treasurer Michaelson reviewed the monthly bills with the Managers. **Motion to pay July 2017 claims (Checks #14336-14347 and EFT 463-469) in the amount of \$57,485.78 (Michaelson, Okeson), carried unanimously.**
- b. **July Fund Transfers.** **Motion to transfer \$86,000 from Bremer Bank savings account to the checking account (Michaelson, Deede), carried unanimously.**
- c. **Financial Report.** The January-June 2017 Revenues and Expenses Report was reviewed by the managers. **Motion to approve the January-June 2017 R & E Report (Michaelson, Imholte), carried unanimously.** The report will be filed for audit.
- d. **Approve 2nd Quarter Manager Per Diem and Expenses** Treasurer Michaelson reviewed the Manager's 2017 2nd Quarter per diems and expenses. **Motion to pay the 2nd Quarter Board of Managers Per Diems and Expenses (Per Diems EFT 447-454, \$2,401.08; Expenses EFT 455-462, \$1,083.08) (Michaelson, Refsland) carried unanimously.**

NEW BUSINESS.

- a. **Set PRWD Manager Special Meeting Tour Date:** A Special Meeting tour date is set for Thursday, August 10th. Guetter will post the meeting notice with the date and time.
- b. **Set Public Hearing and September Regular Board Meeting Date.** The public hearing for the District preliminary 2018 budgets, levies, special assessments, and fees is set for **Tuesday, September 12, at 6:15 PM**, followed by the September Regular Board of Managers' meeting.
- c. **Rule Violation Update.** Guetter and Attorney Skoyles reviewed violations. Managers recommended Administrator Guetter meet with property owners to find a solution prior to proceeding with legal action.
- d. **PRWD Cost Share Applications.** The staff has received two applications for plants and plant materials for shoreline restoration from Justin Scallon at 1478 West Lake Drive and 1572 West Lake Drive. We have also received an application for a raingarden installation from the Nodaway Condo Association at 1810 Nodaway Drive. Applicants will submit paid bills, PRWD staff will verify the work was completed, and the Board will review and approve the requests for cost-share. While we expect requests for reimbursement, no cost share eligible expenses have been received to date.

PUBLIC FORUM –NONE

ATTORNEY REPORT— Nothing further to report.

ENGINEER REPORT – Nothing further to report.

PULLED CONSENT AGENDA ITEMS- None.

ANNOUNCEMENTS – None

ADJOURNMENT. Motion to adjourn the meeting at 8:10 PM (Kral, Imholte), carried unanimously.

Meeting Approved: _____

8-17-17

Respectfully Submitted,
Orrin Okeson, Vice-President
No tape was made of this meeting.

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

<u>Date</u>		<u>Num</u>	<u>Amount</u>
07/24/2017	*Alcott, Brent	EFT-463	40.00
07/24/2017	*Guetter, Tera	EFT-464	260.96
			\$300.96
07/24/2017	Lakes Computer Repair & Consulting	EFT-465	2,307.00
07/24/2017	RMB Environmental Laboratories, Inc.	EFT-466	2,601.00
07/24/2017	Wells Fargo-Office Lease	EFT-467	1,299.58
07/24/2017	Wenck Associates, Inc	EFT-468	4,742.25
07/24/2017	Xerox Corporation	EFT-469	283.03
			\$11,232.86
07/24/2017	Bank of America	14336	1,258.43
07/24/2017	Brushmarks Signs	14337	53.28
07/24/2017	Central Market	14338	48.05
07/24/2017	County 6 Amoco & Bait	14339	612.83
07/24/2017	Detroit Lakes Newspapers	14340	62.00
07/24/2017	L & M Supply	14341	171.40
07/24/2017	Lundberg, Roger*	14342	485.75
07/24/2017	Office of Enterprise Technology	14343	108.12
07/24/2017	Professional Lake Management	14344	35,521.56
07/24/2017	Swanson's Repair	14345	442.38
07/24/2017	Verizon	14346	40.16
			\$38,803.96
<u>Rice Lake Project</u>			
07/24/2017	Houston Engineering Inc.	14347	\$7,148.00
<u>2nd Qtr Manager Expenses</u>			
07/24/2017	.Deede, L	EFT-455	29.43
07/24/2017	.Haggart, J.	EFT-456	5.35
07/24/2017	.Imholte, G.	EFT-457	335.89
07/24/2017	.Kral, D.	EFT-458	326.24
07/24/2017	.Michaelson, R.	EFT-459	29.96
07/24/2017	.Noyes, C.	EFT-460	11.24
07/24/2017	.Okeson, O.	EFT-461	336.94
07/24/2017	.Refsland, B	EFT-462	8.03
			\$1,083.08
<u>2nd Qtr Manager Per Diems</u>			
07/24/2017	.Deede, L	EFT-447	300.14
07/24/2017	.Haggart, J.	EFT-448	69.25
07/24/2017	.Imholte, G.	EFT-449	415.58
07/24/2017	.Kral, D.	EFT-450	554.10
07/24/2017	.Michaelson, R.	EFT-451	277.05
07/24/2017	.Noyes, C.	EFT-452	207.78
07/24/2017	.Okeson, O.	EFT-453	415.57
07/24/2017	.Refsland, B	EFT-454	161.61
			\$2,401.08

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

<u>Date</u>		<u>Num</u>	<u>Amount</u>
7/13/2017	Employee Payroll	EFT 437-443	6,452.69
7/17/2017	Supplemental Benefits	EFT 444-446	2,184.94
7/18/2017	Federal Withholding		2,618.62
7/27/2017	Employee Payroll	EFT 470-476	6,749.39
7/31/2017	Federal Withholding		2,640.98
7/31/2017	MN HCSP		400.00
7/31/2017	MN Revenue		746.00
7/31/2017	NACO		1,846.00
7/31/2017	PERA		1,992.62
	Total July Expenses		<u>\$86,601.18</u>

MAIN DISTRICT WATER QUALITY INITIATIVES

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

Revised Management Plan –Guetter met with Wenck staff on July 24-25 to solidify resource concerns, issues, priorities and draft implementation strategies for addressing priorities.

Ottertail Basin WRAPS – a Minnesota Pollution Control Agency (MPCA) technical meeting was held on July 31 to discuss stream health within the Ottertail basin, share knowledge, and identify high priority locations for repair or protection to include in the Watershed Restoration and Protection Study (WRAPS). Stream connectivity within the basin for fish passage is a MN DNR priority. The Bucks Mill Dam was briefly discussed, with Guetter stating the District area does not have common carp due to the Bucks Mill Dam and with the many lakes, connected wetlands, and interconnected river system, it would provide an ideal habitat for common carp. Common carp can dominate fish biomass in shallow lakes and wetlands, degrade water quality and destroy waterfowl habitat by rooting in the lake bottom for food. Carp would negatively impact in-lake treatments (St. Clair Lake) since they burrow in lake sediments and would affect the alum sediment treatment. The MN AIS Research Center estimates, “over 70% of lakes in southern MN have lost their plant cover and suffer from excessive algal blooms due to carp’s foraging activity. Metro area watershed districts spend significant funds controlling carp (Minnehaha Creek, Prior Lake- Spring Lake, Nine Mile Creek, etc.).

On August 15, there will be another meeting to continue to review the Ottertail WRAPS Process, monitoring, stressor ID, and modeling.

WATER MANAGEMENT RULES

Permits - see enclosed report.

City of DL Shoreland Ordinance Advisory Committee Meeting – Nothing further to report.

City of DL Rules Input meeting – On August 2nd, Guetter and Alcott met with City representatives (Klemm, Remmen, Sukke, Schurman, Green, Pratt, Olson) to listen to comments for consideration for the updated water management rules. Comments focused on bringing standards in line with newest provisions (Atlas 14 rainfall event, Minimal Impact Design Standards, infiltration thresholds,) rate control in relation to basin size impacts, linear project impacts and the permit process (reviews, checklists, etc). We also briefly touched on how we can work together. It was a productive meeting and we will continue to include the City in the Rule updating process.

Long Shore Mining - A project overview and technical review meeting was held on Tuesday, July 18th with the project consultant, Becker County Planning and Zoning, MN DNR, District, and Becker Soil and Water Conservation staff.

PRWD Cost Share Program – There have been six project applications received. We are waiting to be notified the project is complete and for eligible project expense receipts. There have been several inquiries regarding the tree replacement cost share currently offered by the District.

City Park Raingarden and Conservation Corps grant- The Conservation Corps assisted with the installation of a new raingarden in the City Park and with shoreline buffer maintenance (weeding/trimming) on the Highway 10 overlook and City Park beach areas. The labor costs of the 5 person crew was covered through a grant awarded to the District from the Clean Water Fund.

MONITORING

Lakes. Water clarity in area lakes has begun to decline, which is typical for this time of year with the warming water temperatures and increased nutrients (phosphorous) from storm water runoff from recent rainfall events. The largest decline in water clarity was observed on Little Floyd Lake which fell from 9.5 feet on July 18th to just 4.5 feet on July 31st. Lake Salle also experienced a similar decline from 11 feet to 5 feet over the same period. This decline was observed in 2016 as well. Lake Melissa remains well above its 10-year water clarity average of 10 feet with secchi water clarity readings of over 16 ft in depth. Meadow Lake also had an increase in water clarity in the last two weeks of July

Streams. Stream flows in Ditch 14 (HWY 10/St. Clair Lake area, Becker Cty 6) are higher than normal due to dewatering activities for installing water and sewer along Hwy 59 for the new Becker County Jail site. Phosphorous concentrations continue to increase between the St. Clair lake outlet and the downstream monitoring site (south of Co Hwy 6) indicating wetland organic phosphorous release between these two locations.

Beaver dams continue to plague water levels on Ditch 13/Pelican River between Little Floyd Lake and HWY 34. Water levels are rising at the outlet of Rice Lake but decreasing at the Highway 34/Pelican River crossing, indicating a blockage somewhere between the two. The interns attempted to locate the blockage on foot but were unsuccessful due to the difficult terrain and wetlands in the area. Staff will continue to look for alternative means to locate the blockages in that area (drone or flyover).

Stream flows in Campbell Creek are currently intermittent, with limited flow after a rainfall event. A beaver dam located near the upstream Campbell Lake area is also holding back some flows. We will also investigate for any tree blockages from recent storms.

Shoreline Surveys. Sallie, Mellissa, and Muskrat shoreline field work has been completed. This information will be compiled in a database and compared with previous year surveys conducted in 2001 and 2008. We will assess the degree of change in shoreline conditions (including vegetation, rip-rap, and sand blankets, retaining walls), quantity/type of watercraft, number of docks/lifts, and use of mechanical weed management devices. The assessment and report from the survey will be included in the 2017 Monitoring and Annual Reports.

Weather. The area was hit hard by storms in both June and July, especially areas of Big and Little Floyd lake, Shorewood Drive area on Little Detroit Lake, and the Detroit Lakes Golf Course between Sallie and Melissa Lakes, where hundreds of old growth trees were lost, especially elm and cottonwood species. Staff has been encouraging participation in the District's tree replacement cost share program to help replace trees lost in the shore impact zone. We received our first application last week.

Summer Interns – The summer monitoring interns will be returning back to college, with Ally Shorter's (South Dakota State University) last day on Friday, August 11 and Tyler Haaland-Zurn (U of MN- Duluth) on Friday, August 18th.

EDUCATION

KDLM Radio – Guetter spoke on Hodge Podge on Friday, July 21st regarding the District's activities including plan update, Shoreland Ordinance, and education work.

Becker County Fair – Moses and Intern Tyler Haaland-Zurn took turns manning our booth in the MN DNR building. With the number of children going through the building, staff will be working on more items to engage them for next year, such as water quality activity sheets or a booklet.

Floyd Lake Point Meeting – A homeowner from Floyd Point inquired about PRWD assistance to replant trees that were damaged by the July storm event. Alcott volunteered to attend the meeting on Saturday, August 26 to discuss the District cost-share program, current projects, and lake water quality.

9th Grade Water Watch/Sucker Creek. Alcott has been attending weekly meetings over the past month to assist with organizing a 9th grade field trips to Sucker Creek in the Fall and Spring semesters. Steve Fode, the Detroit Lakes High School science teacher is spearheading the hands on field tours. Alcott will discuss water quality data collection, nutrients of concern to waters, and how the data is used to implement programs to protect our lakes and rivers. Moriya Rufer, RMB Labs, and Donna Dustin, MN DNR, will teach the students about invertebrates.

AQUATIC INVASIVE SPECIES MANAGEMENT

2017 AIS Treatments for Detroit, Sallie, Melissa – The second Flowering Rush treatment was conducted on Thursday, July 27. Weather conditions were ideal with calm wind conditions. Some areas on Detroit, Curfman, Sallie, and Melissa did not receive a second treatment due to low flowering rush densities (this is good news!). Every year the District will inspect the shorelines and monitor plant density changes and treat accordingly (no treatment, one treatment, two treatments). The District received MN DNR grant funds for flowering rush treatments on Detroit, Curfman, Sallie and Melissa lakes.

In 2018, the District will treat the mixed stand areas of bulrush and Flowering rush near the MN DNR area office on lake Sallie – over 30 acres of dense flowering rush beds. Muskrat lake will also be reviewed for potential treatments in 2018.

Roadside Aquatic Plant Pickup Program – Terry Anderson is suffering with a broken foot so there was no pick up the week of July 24. The foot was put in a boot on Tuesday, Aug.1 and he was back at it Wednesday, Aug. 2nd .

MN DNR AIS Advisory Committee – The next meeting is on August 28th in St. Cloud.

U of MN AIS Research Center Advisory Committee – The committee will be meeting in September.

GENERAL ADMINISTRATION

PRWD Manager Project Tour – The tour was held Thursday, August 10th. Managers Kral, Refsland, Michaelson and Deede viewed the District's building at Dunton Park, flowering rush growth at the Tram area, Ditch 14 wetland, Fox Lake area, gravel mining areas, City Park raingarden installation, Rice Lake structure locations, Floyd Lake area storm damage, Floyd Lake shoreline project installation and Campbell Creek agricultural best management practices.

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

MN Water Resources Conference – October 17-18th St. Paul River Center.

Ditch Inspector's Report August 2017

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

Ditch 13 –A blockage was reported near Pelican River Road (across from Stonebrook Apartments) from a tree that was blown down in the July storm. Scott Ailie was contacted to remove the blockage. Roger Lundberg removed the beaver from the blockage at the Rice Lake outlet; he indicated that he believes there is another blockage elsewhere. Staff will survey the area to investigate addition blockages.

Ditch 14 – No blockages to report. There is increased flow over the past couple of weeks due to the groundwater dewatering activities for the installation of water and sewer for the Becker County Jail project.

MN Association of Drainage Inspectors Fall Meeting – August 23th, Holiday Inn, Alexandria.

RULES OF ENFORCEMENT

August



Permits Issued

17-40	Four Seasons Car Wash	100 MN Hwy 34	Impervious surface coverage over 25%. Parking lot Reconstruction.
17-41	Tyler Derouin	27182 Little Floyd Lake Rd.	SIZ alteration. Repair storm damage to shoreline.
17-42	David Pratt	1366 E. Shore Dr.	SIZ alteration. Replace existing timber wall.
17-43	Donna Knutson	12803 W. Lake Sallie Dr.	SIZ alteration. Repair storm damage to shoreline.
17-44	Mid Minnesota Credit Union	1405 US Hwy 10	Impervious surface coverage over 25%. Parking lot reconstruction.
17-45	Bruce & Provi Airheart	1079 Lakewood Dr.	Replace steps to lake.

Permit Applications submitted:

City of Detroit Lakes—Airport Phase I— Runway 13/31, Taxiway, Wetland Fill and storm water plan for proposed improvements. Phase I first review completed by Wenck 7/12. Mead & Hunt responded with changes 8/9. Wenck currently completing second review.

Becker County Jail & Reconstruction of Stony & Hillcrest Rd.— Wenck completed first review 7/12. Apex currently working on revisions.

Long Bridge—Impervious surface coverage, shoreline buffer, removal of water access ramp. Plan under Wenck review, to be completed 8/7 week.

Wendy Gierde—15587 West Munson Lane, Becker Cty Conditional Use permit needed. Retaining wall reconstruction.

Barb Jacobs— 27190 Little Floyd Lake Rd, Retaining wall removal and shoreline restoration.

Iron Eagle LLC (Par Place) - 20980 County Hwy 21, new plat, submitted to Wenck 7/17 for review.

B & W Properties (The Landing) -1547 Willar Ave., New 6 unit PUD. Plans submitted to Wenck 7/29 and will be complete week of 8/7.

Permit Applications expected:

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 is currently developing a plan.

Violations Under Remediation:

Dallas Nesemeier—24252 County Hwy 22, Shore Impact Zone violation, no permit, remediation plan due 8/17.

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.

Golden Bay Shores— Retaining wall—design modification request to original permit, issued 6/13/2016, 16-28. The plan has been revised by the developer. The District is waiting for 1) a permit application from Herzog since the work is being done on their property and 2) a letter from Al Keller requesting to modify permit. To date these have not been received.

Environmental Assessment Review:

Long Shore Development— A mandatory EAW is required and a technical review panel will review the results upon completion.