



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
Monday, June 23, 2014
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**
- 6:15 PM 2. **Approval of Agenda and Consent Agenda (Administrator's Report; Secretary's Report –May 15, 2014, 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
- 6:35 PM 4. Old Business
- a. Website/GIS Update
- 6:55 PM 5. New Business
- a. **Rice Lake Update**
- b. **2014 Summer Tour Update**
- c. **AIS Research and Treatments Update**
- 7:45 PM 6. Public Forum (5 minutes)
- 7:50 PM 7. **Treasurer's Report**
- a. **Approve June Bills**
- b. Review Jan –May 2014 Revenue & Expenses– to be filed and subject to audit.
8. Attorney's Report
9. Engineer's Report
10. Pulled Consent Agenda Items
- 8:15 PM 11. Announcements
- 8:20 PM 12. **Meeting Adjournment**
- (action items in bold face)



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

May 15, 2014 – Corrected

Managers Present: Kral, Okeson, Brainard, Imholte, Nansen, Michaelson

Managers Absent: Haggart

Staff: Administrator Guetter,

Consultants: Attorney Karen Skoyles; Engineer Marlon Mackowick

Advisory Committee: None **Others:** None

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

OATH OF OFFICE – Ginny Imholte and Gary Nansen (attached hereto).

CONSENT AGENDA. The consent agenda (May 2014 Administrator Report; Secretary Report–April 17, 2014 Regular Meeting Minutes (*name correction on motion second for meeting adjournment*); May 2014 Rules/Permitting Report; and May 2014 Ditch Inspector's Report (Brainard, Okeson), carried unanimously.

PROGRESS REPORTS

- a. **Personnel Committee.** Nothing further to report.
- b. **Aquatic Plant Committee** – The committee met on May 15 to review the 2013 Flowering rush research summary and 2014 research proposal from Mississippi State University, 2014 APM Aquatic Invasive Species Treatment permits, MN DNR AIS treatment grant (\$23,000); Lake Vegetation Management Draft Plan for Detroit, Sallie and Melissa, and Projects 1B & 1C 2014 activities. Terry Anderson and Jerome Genz will be hired on a temporary seasonal basis to conduct the aquatic plant roadside pickup and mechanical harvesting activities. Roadside pickup will start after Memorial Day weekend.
- c. **Citizen Advisory** – Nothing further to report.

OLD BUSINESS

- a. **St. Clair Lake TMDL Update** – Minnesota Pollution Control Agency and the City of Detroit Lakes are reviewing the draft Total Maximum Daily Load (TMDL) allocations and implementation strategies for nutrient reduction to St. Clair Lake and downstream water bodies.
- b. **Website – GIS upgrade Update** – Guetter reported GeoGurus are anticipating the website and GIS modules to be online in mid-May timeframe.
- c. **RMP Revision Update.** Staff will be meeting to plan out schedule. Staldine is working on compiling district background data.

NEW BUSINESS

- a. **June 2014 Meeting Date – Minnesota Association of Watershed Districts Summer Tour date conflict** –The June monthly meeting date is changed to **Monday, June 23rd at 6:15 PM.**
- b. **Green Corps Host Site Resolution - Motion to approve the Green Corps Host Site Resolution, attached hereto (Kral/Michaelson), carried unanimously.**
- c. **2014 Flowering Rush Research Proposal** - Guetter reviewed the "*Detroit Lakes Flowering Rush Management Assessment Program for 2014*" proposal from Gray Turnage, Mississippi State University. **Motion to approve the "Detroit Lakes Flowering Rush Management Assessment Program for 2014" proposal in the amount of \$41,844.07 with Mississippi State University/Gray Turnage and authorize Administrator Guetter to sign the contract (Brainard, Nansen), carried unanimously.**
- d. **Professional Lake Management (PLM) Contract** –Managers reviewed the herbicide contract based upon MN state vendor pricing from PLM. **Motion to approve entering into the PLM contract and to authorize Administrator Guetter to sign the contract (Nansen, Michaelson), carried unanimously.**
- e. **State Of MN Grant Contract for Flowering rush treatments on Detroit, Curfman, Sallie and Melissa lakes.** **Motion to approve the MN DNR grant contract (\$23,000) and authorize Administrator Guetter to sign the contract (Kral, Okeson), carried unanimously.**
- f. **MN DNR Lake Vegetation Management Plan (LVMP) for Detroit, Curfman, Sallie and Melissa Lakes** – the plan serves as a guidance document for aquatic plant management. **Motion to approve the LVMP for Detroit, Curfman, Sallie and Melissa lakes and to authorize Administrator Guetter to sign the contract (Imholte, Nansen) , carried unanimously.**
- g. **Drainage Ditch 12** –no action required. Becker County auditor office will abate properties which were incorrectly assessed.



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

- h. **2013 Financial Audit Report** –Treasurer Imholte reviewed the audit. The Auditor recommended we increase our capitalization to items over \$2500. **Motion to approve the 2013 Audit report as presented and to submit to the state auditor’s office by July 1 (Imholte/Brainard) carried unanimously.**

PUBLIC FORUM – NONE
TREASURER’S REPORT.

- a. **Approval of May Claims. #13908-13921 and EFT- 145-147 (\$54,345.26).** Managers reviewed monthly bills. **Motion to pay May bills (Imholte, Brainard), carried unanimously.**
- b. **Financial Report.** Imholte reviewed the January – April 2014 Revenues and Expenses Reports. **Motion to approve the draft January-April 2014 R & E Report (Imholte, Brainard), carried unanimously.** The report will be filed for audit.
- c. **Fiscal Policy/Investments** – Treasurer Imholte reviewed investment options and recommended investing funds at American National Bank of MN in a high interest money market savings account (current rate 0.45% on \$100,000). **Motion to authorize Treasurer Imholte to open a high interest money market savings account at American National Bank of MN in the amount of \$245,000 with PRWD officers, Dennis Kral, Orrin Okeson, or David Brainard, as co-signers (Imholte, Michaelson) carried unanimously.**

ENGINEER REPORT – Engineer Mackowick is currently reviewing permit applications

ATTORNEY REPORT – Nothing further to report on.

PULLED CONSENT AGENDA ITEMS- NONE

ANNOUNCEMENTS – Minnesota Association of Watershed Districts Summer Project Tour and Program, Wednesday, June 18 – 20th, Stillwater, MN by the St. Croix River Watershed District.

ADJOURNMENT. Motion to adjourn the meeting at 7:44 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
Administrator Monthly Report
June 13, 2014
www.prwd.org**

MAIN DISTRICT WATER QUALITY INITIATIVES

Lake St. Clair TMDL-Nothing further to report.

MN GreenCorps Host Site Application. The District applied to the 2014-15 Minnesota GreenCorps program in May. The organization held a telephone interview with Guetter and Staldine on May 22nd. The District received notice on June 12th it is selected as a host site!

Drainage System Grant (Ditch 11/12, 13, 14)– Becker Soil and Water Conservation District and the Pelican River Watershed District have begun preliminary actions related to this grant, including acquisition of two LTE enabled mini-Ipad tablets. Other equipment purchases will be made in the next couple of months including a GPS receiver (elevations/locations) and designing the template for inventory database. Fieldwork on Ditch 11/12,13, and 14 will include visual inspection, culvert inventory, vegetative buffer mapping/condition assessment, land use, etc.

Becker County Shoreland Ordinance Committee –A letter was sent to the County and planning commission members with a recommendation to NOT revert back to the 1970's nonconforming structure stringline setback from the current stringline plus 20ft from the lake. The committee is also reviewing permeable pavers and allowable credits (0-100%). PRWD is also assisting Becker County Zoning with mitigation permits located within the District, eliminating some staff overlap and ensuring consistent lines of communication. Staldine is attending the committee meetings.

WATER MANAGEMENT RULES

Permits - see enclosed report.

EDUCATION

Aquatic Invasive Species (AIS) Outreach– Polk County Soil and Water Conservation District invited PRWD to assist with educating high school students on AIS. Guetter and Moses spent a day at the Fosston High School talking with five biology classes about AIS in the region and how the spread can be prevented. The students were very engaged and it was a day well spent.

GENERAL ADMINISTRATION

2013 Audit –The 2013 audit report was submitted to the state auditor's office on 5/29/14.

Website Update – GeoGurus started staff training on the permit and monitoring modules. The website will be operational June 16th.

Computers – Two computers and monitors were purchased to upgrade the 2008 models.

MONITORING, DATA COLLECTION AND MANAGEMENT

Summer interns Emily Nelson (Bemidji State) and Alex Courneya (Moorhead State) are collecting data on lakes and stream sites. The interns have been trained to collect lake and stream data and to conduct stream rating measurements. Heather Lemkuhl, MN DNR assisted with the stream rating training. Clair Olson, Becker SWCD is assisting the District with using their survey grade GSP equipment to establish culvert and benchmark elevations at stream gaging sites. Some benchmarks/elevations were impacted due to culvert/bridge replacements. HOBO units have been deployed at six stream sites. The ISCO automated samplers will be installed by the end of this week on Campbell Creek. Early summer sampling results are generally favorable

AQUATIC PLANT MANAGEMENT

1. **2013 Flowering rush research findings report and 2014 FR research proposal:** The report and proposal were received by the District and forwarded on to the MN DNR. The District received the amended Mississippi

State research contract. Gray Turnage will be here week of June 16th to collect Flowering rush samples prior to the lakewide treatments scheduled for week of June 23rd.

2. **2014 MN DNR AIS APM Permits** – Flowering rush and Curly-leafed pondweed management permit should be approved by MN DNR by June 16th. Harvesting of CLP will be conducted week of June 16th in the Holiday Inn area on approximately 8 acres. - Notices for both permits have been placed in the DL newspaper in compliance with the signature waiver request.
3. **Lake Vegetation Management Plan (LVMP)** – The draft plan was sent to the City of Detroit Lakes and Detroit and Melissa/Sallie lake association groups for comment.
4. **Roadside Pickup program** – Weekly pickup started the week following Memorial Day weekend.

Becker County AIS Committee – Becker County will be receiving \$143,600 from the state in 2014 to be used for AIS prevention measures and \$319,000 in 2015. The Committee is working on finalizing the AIS County Plan and will be drafting recommendations for County Board consideration and approval for various AIS activities/programs (decontamination units, access ambassador program, Becker County AIS Deputies, education and media advertisements, improved signage at accesses, research, etc.).

Ditch Inspector's Report

June 2014.

Ditch 11/12- Nothing further to report.

Ditch 13- A remnant section of beaver dam was pulled from the mainstem Pelican River downstream of the Highway 34 crossing in late May. Additional log debris was reported in this reach on June 10th.

Ditch 14- Nothing further to report.

PRWD Rules of Enforcement Report - June 13, 2014

Permits Issued:

14-09	Bruce Hella	440 Shorewood Drive	Impervious Surface	Little Detroit
14-10	Jeremy & Brooke Kropuenske	13990 Pearl Lake Drive	Shoreline Alteration	Pearl
14-11	Trisha Bothum	11720 Ravenswood Beach Rd.	Rip Rap	Melissa
14-12	Dwight & Mary Beth Fevig	512 South Shore Drive	Shoreline Alteration, Beach and Rip rap	Detroit
14-13	City of Detroit Lakes	Washington Avenue	Reconstruction	
14-14	Trevor Thilmony	1849 Bridgeview Blvd.	Stairs to Lake	Curfman

Projects Currently in Review:

Shawn Nygaard – 23877 N. Long Lake Rd. – Beach Sand Blanket
Terry Nelson – 13956 20th St. S. E. – Rip Rap
Ralph Thomas – 919 North Shore Dr. – Replace retaining wall
Bruce Quick – 23225 Roosevelt Lane – Landscape
Breezy Shores – 1275 W Lake Dr. – Impervious surface



Watershed District Managers

OATH OF OFFICE

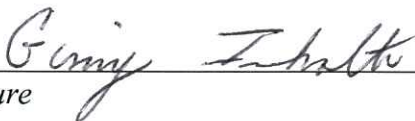
OATH

State of Minnesota

SS:

County of Becker

I, **Ginny Imholte**, do solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of Minnesota; uphold and carry out my duties under the Minnesota Watershed Act as a member of the Managers of the Pelican River Watershed District in the County of Becker; and faithfully discharge the duties of my office to the best of my judgment and ability.


Signature

Subscribed and sworn to before me this 15th day of May 2014.

Signature of Notary Public



Printed Name of Notary Public

KAREN SKOYLES



Date Commission Expires 31-Jan-17

County of Residence

BECKER



Watershed District Managers

OATH OF OFFICE

OATH

State of Minnesota

SS:

County of Becker

I, **Gary Nansen**, do solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of Minnesota; uphold and carry out my duties under the Minnesota Watershed Act as a member of the Managers of the Pelican River Watershed District in the County of Becker; and faithfully discharge the duties of my office to the best of my judgment and ability.

Signature

Subscribed and sworn to before me this 15th day of May 2014.

Signature of Notary Public

Karen Skoyles

Printed Name of Notary Public

KAREN SKOYLES



Date Commission Expires

31 January 2017

County of Residence

BECKER

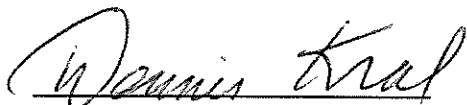
Pelican River Watershed District GreenCorps Host Site

WHEREAS, Pelican River Watershed District has applied to host an AmericCorps member from Minnesota GreenCorps, a program of the Minnesota Pollution Control Agency (MPCA), for the 2014-2015 program year; and

WHEREAS, if the MPCA selects Pelican River Watershed District, the organization is committed to implementing the proposed project as described in the host site application, and in accordance with pre-scoped position description; and

WHEREAS, the MPCA requires that Pelican River Watershed District enter into a host site agreement with the MPCA that identifies the terms, conditions, roles and responsibilities;

BE IT RESOLVED THAT Pelican River Watershed District hereby agrees to enter into and sign a host site agreement with the MPCA to carry out the member activities specified therein and to comply with all of the terms, conditions, and matching provisions of the host site agreement and authorizes and directs Tera Guetter to sign the grant agreement on its behalf.



Dennis Kral, President



Date Approved