



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, April 21, 2016  
6:15 PM  
WATERSHED DISTRICT OFFICE  
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
1. **Call To Order**
  2. **Approval of Agenda and Consent Agenda (Administrator's Report; Secretary's Report –March 17, 2016 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
- 6:30 PM
4. Old Business
    - a. Revised Management Plan Update
      - i. **Revised Water Management Plan Resolution**
    - b. PRWD 50 year celebration planning
- 7:30 PM
5. **Treasurer's Report**
    - a. **Approve April Bills**
    - b. **Approve Fund Transfer**
    - c. Review January - March 2016 Revenue and Expenses – to be filed and subject to audit.
- 7:40 PM
6. New Business
    - a. **LCMIT Resolution – Waiver**
    - b. **Herbicide Contracts – FR & CLP**
    - c. **City of Detroit Lakes Shoreline Ordinance update**
- 8:40 PM
7. Public Forum (5 minutes)
- 8:45 PM
8. Attorney's Report
- 8:55 PM
9. Engineer's Report
- 9:00 PM
10. Pulled Consent Agenda Items
- 9:05 PM
11. Announcements
- 9:15 PM
12. **Meeting Adjournment**

(action items in bold face)

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

March 17, 2016

**Managers Present:** Kral, Imholte, Brainard, Michaelson, Noyes (via teleconference)

**Managers Absent:** Okeson, Haggart

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

**Consultants:** Attorney Karen Skoyles,

**Advisory Committee:** None **Others:** NONE

The Regular Managers' meeting was called to order by President Kral at 6:16 PM.

**CONSENT AGENDA.** The consent agenda, including the March 2016 Administrator Report (*except MPCA Ottertail Watershed Restoration and Protection Strategies-WRAPS*) ; Secretary's Report – February 11, 2016 Regular Managers' Meeting Minutes, March 2016 Rules/Permitting Report; and March 2016 Ditch Inspector's Report (Brainard, Imholte), carried unanimously.

#### PROGRESS REPORTS

**Personnel Committee** - Nothing further to report.

**Aquatic Plant Committee** – Guetter reported MN DNR AIS grant applications were awarded for Curlyleaf pondweed (\$4,999) and Flowering rush (\$4,999) treatments for 2016.

**Citizen Advisory Committee** - Nothing further to report.

#### OLD BUSINESS

- a. **Revised Management Plan Update** - Guetter reported she will be meeting with Wenck staff to review the draft plan template and timeline for completion.
- b. **Rice Lake Funding** – Guetter reported that the District was selected as a finalist and invited to give a 60 minute presentation to the Clean Water Fund grant committee for the Targeted Watershed Program on March 30, 2016. The District applied for \$1.5 million in funding.

#### TREASURER'S REPORT.

- a. **Approval of March 2016 Claims (check # 14151-14158) and (EFT 47–52) in the amount of (\$19,930.73)**  
The Managers reviewed the monthly bills. Treasurer Michaelson noted the Office of Enterprise Technology monthly telephone bill has not been received. **Motion to pay March claims and to include the Office of Technology bill when received (Michaelson, Noyes), carried unanimously.**
- b. **Fund Transfers. Motion to approve a fund transfer in the amount of \$42,000 from Bremer Bank Savings to Bremer Bank Checking Account (Michaelson, Brainard), carried unanimously.**
- c. **Financial Report.** The January-February 2016 Revenues and Expenses Report was reviewed by the managers. **Motion to approve the January-February 2016 Revenue & Expense Report (Michaelson, Brainard), carried unanimously.** The report will be filed for audit.

#### NEW BUSINESS

- a. **2016 Work Plan.** Guetter reviewed the Revised Water Management Plan proposed 2016 Work Plan. The 2015 annual report will be presented next month. **Motion to approve the 2016 Work Plan as presented (Imholte, Michaelson) carried unanimously.**
- b. **Becker County Shoreland Ordinance Update.** Guetter reported on the status of the Becker County Shoreland Ordinance Updates. Guetter reported Becker County Commissioner Nelson proposed alternative language to the Ordinance Advisory recommendation to reduce the current setback requirement from "Adjacent Average, Plus 20 Ft" to AA+10ft with a compromise suggestion of AA+20 ft. up to 75ft (General Development Lake), AA+10 ft thereafter up to 100 ft (Recreational Development Lake), which appeared to be agreeable to Ordinance Advisory Committee members, Commissioners, and interested parties.

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

- c. **PRWD 50<sup>th</sup> Anniversary.** Guetter addressed the idea of hosting a 50 year Celebration for our Watershed District and reviewed how the 40<sup>th</sup> anniversary was celebrated. Dick Hecock has offered his assistance if we choose to host a community event.

**PUBLIC FORUM – None**

**ATTORNEY REPORT**–Attorney Skoyles updated the managers on the Golden Bay Shores project and reviewed procedures for Rule Violations.

**ENGINEER REPORT** – Nothing to report.

**PULLED CONSENT AGENDA ITEMS-** Manager Kral asked for further clarification of what the Ottertail Basin Watershed Restoration and Protection Strategies (WRAPS) is and the current status. The WRAPS will start this year with a two-year intensive monitoring program (lakes, streams) and data collection (physical characteristics), followed by data assessment, and strategies to restore identified impairments and protect lakes and streams where there are no identified impairments. This is a 3-4 year effort.

**ANNOUNCEMENTS** – Kral and Guetter will be attending the MAWD Legislative Day at the Capital on March 30 &31, 2016 in St. Paul, MN. Bob Louiseau, Detroit Lakes City Administrator's retirement party is on March 31st at City Hall.

**ADJOURNMENT.** Motion to adjourn the meeting at 8:58 PM (Brainard, Michaelson), carried unanimously.

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

Respectfully Submitted,  
David Brainard, Secretary  
*No tape was made of this meeting.*

**Pelican River Watershed District  
Claims Paid  
March 2016**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>	
03/21/2016	EFT-47	*Alcott, Brent	417.25	
03/21/2016	EFT-48	*Guetter, Tera	176.15	
03/21/2016	EFT-49	*Moses, Brenda	30.29	\$ 623.69
			<hr/>	
03/21/2016	EFT-50	Wells Fargo-Office Lease	1,299.58	
03/21/2016	EFT-51	Wenck Associates, Inc	8,354.45	
03/21/2016	EFT-52	Xerox Corporation	222.17	\$ 9,876.20
			<hr/>	
03/18/2016	14151	Arvig	60.41	
03/18/2016	14152	Bank of America	330.40	
03/18/2016	14153	JT&A Inc., Enviroscope	1,346.98	
03/18/2016	14154	Lakes Computer Repair & Consulting	75.00	
03/18/2016	14155	League of MN Cities	7,346.00	
03/18/2016	14156	Minnesota Viewers Association	125.00	
03/25/2016	14158	Office of Enterprise Technology	86.81	
03/18/2016	14157	Verizon	60.24	\$ 9,430.84
			<hr/>	
<b>Total March Bills</b>				<b><u><u>\$ 19,930.73</u></u></b>
 March Payroll				
3/10/2016	EFT 41-43	Employee Payroll	\$4,055.44	
3/15/2016	EFT 44-46	Supplemental Benefit	\$2,141.75	
3/24/2016	EFT 53-55	Employee Payroll	\$4,050.85	
3/31/2016		Federal Withholding	\$3,479.82	
3/31/2016		MN Withholding	\$502.00	
3/31/2016		PERA	\$1,931.83	
3/31/2016		NACO-457b Savings	\$2,096.00	
3/31/2016		MN HCSP	\$300.00	<b><u><u>\$18,557.69</u></u></b>

Approval: \_\_\_\_\_

## RULES OF ENFORCEMENT

April 2016



### *Permits Issued.*

<b>16-04</b>	Dan & Megan Pflepsen	21780 Floyd Lake Dr.	Installation of steps
<b>16-05</b>	Holly Sharp	11486 Ravenswood Beach	Ice push repair
<b>16-06</b>	Les Laffen	11480 Ravenswood Beach	Beach sand blanket
<b>16-07</b>	Chad & Lacey Weatherman	911 North Shore Dr.	Remove retaining wall
<b>16-08</b>	Tom & Yvonne Mauch	11478 Ravenswood Beach	Beach sand blanket
<b>16-09</b>	Curt Heiser	20398 County Rd. 131	Beach sand blanket, retaining wall repair
<b>16-10</b>	Clark Gable Cluster	Long Lake Development	Tree removal

### *Permit Applications submitted:*

Ron Mueller-20625 Oakland Beach Rd., shoreline restoration  
Rick Jordahl—419 North Shore Dr., ice damage repair  
Dan & Amy Smith—1348 South Shore Dr., DIZ alteration and permeable pavers.  
Mike & Ana Erickson —24601 No. Melissa Dr., patio in SIZ and walkway to lake  
Mike Larson—24955 Lake Ridge Lane, steep slope alteration and sand beach blanket  
David Hiltner—Street construction, Munson Lake, 5 lots being developed  
Dave Snyder—1478 West Lake Dr., received payment but has not submitted site plan.  
Jim & Char Becker—20321 Victor Road, retaining wall replacement, waiting for plan from Becker SWCD

### *Violations Under Remediation:*

Dan Redig—20416 County Rd 131, SIZ alteration without permit. Need restoration plan.

Sandra & Randy Gram—13381 West Lake Sallie Dr.—Unpermitted tree removal, applied for permit, site plan needed. Becker SWCD to complete plan shortly.

Mike & Jenny Gunderson—1300 East Shore Dr.—Stop work order issued— Unpermitted shoreland work. Over 25% impervious surface coverage. They have requested the City of DL to vacate the road right of way so that they would fall under 25%. This action is pending.

Golden Bay Shores—Constructed not in accordance with stormwater plan. Stop work order has been issued.

**Pelican River Watershed District  
Administrator Monthly Report  
April 15, 2016  
[www.prwd.org](http://www.prwd.org)**

**MAIN DISTRICT WATER QUALITY INITIATIVES**

**Revised Management Plan** – Guetter met with Diane Spector and Tom Berry, Wenck Associates on March 31 to review RMP outline, status and completions schedule. On April 12<sup>th</sup>, Guetter, Diane Spector and Tom Berry of Wenck, and Brett Arne of the Board of Soil and Water (BWSR) held a conference call meeting to review the Revised Management Plan outline using the BWSR One Watershed, One Plan template (adopted March 2016). PRWD, BWSR, and Wenck will touch base on a bi-weekly basis to review progress. In May and June, several meetings will be conducted to solicit input, concerns, issues, and priorities from the public, businesses, and government agencies.

**Rice Lake Project** - Guetter and Manager Kral interviewed with the Clean Water Targeted Watershed Grant committee on March 30 to solicit construction funds for the Rice Lake Project. Six projects are under review for funding consideration. We will be notified in May if the project will be funded.

**Shoreline Partnership Program** – Staff will present options to the Board of Managers at the May meeting for a 2016 program to partner with lakeshore owners on ways to improve their shore impact zone use and management.

**WATER MANAGEMENT RULES**

**Permits** - see enclosed report. Contractors and landowners are starting to contact the office for shoreline projects. Golden Bay Shores development was issued a “Stop Work Notice” on Friday, April 8, 2016.

**Becker County Ordinance Revisions** – At the March 15<sup>th</sup> County Commission meeting, the “Adjacent Average Setback plus 20ft” ordinance language change was tabled, with Chairman Barry Nelson offering compromise language of “setback plus 20Ft up to 75ft (General Development Lakes setback) , and plus 10 ft thereafter up to 100 ft (Recreational Development lakes setback). The compromise was well received by members of the ordinance review committee present, commissioners, and interested public and government units. Nelson will bring the revised language back to the Board of Commissioners for their consideration and approval.

**City of Detroit Lakes Shoreland and Non-Conformities Ordinance Revision** - The District received a draft review of the proposed changes to the Shoreland and Non-Conformity sections of the ordinance. Staff is reviewing the proposed changes to the impervious surface coverage/building densities, erosion and sediment control management, mitigation and maintenance requirements section which dovetail with our Water Management Rules and water quality goals. A public hearing is scheduled for April 28<sup>th</sup>.

**MONITORING**

**Summer Interns** – Kelsey Forward has been hired to work with GIS database and Permit follow-up. She will be starting in mid-May and will be working 32 hours/week for 12 weeks. Interviews will be conducted April 14-15 for the two summer internships working with water sampling.

**Streams** - Two water level monitoring devices were installed on Campbell Creek mid-March and water samples were taken. Water sample results indicated good water quality with little sediment. Remaining monitoring devices will be deployed in the next couple of weeks.

**Lakes** – Lake sampling will begin in May.

**EDUCATION**

**KDLM Radio** – Guetter spoke on Hodge Podge March 18 regarding the “Adjacent average plus 20 Ft setback” compromise language proposal, buffer initiative, and 50-year anniversary of the District.

**Education Booklets –“A Fresh View of the Lake”** – Moses has completed a booklet for lakeshore owners which promotes simple ideas for keeping our lakes clean and protecting the natural habitat. The booklets will be available in time for Lake Association meetings next month. Becker COLA will be contributing to printing costs.

**Isaac Walton League, Prairie Woods Chapter** – On April 11<sup>th</sup>, the local IKE chapter held a “Water” session which included staff from Minnesota Pollution Control Agency, MN DNR, Board of Soil and Water Resources, and the District. Guetter reviewed watershed district programs and a panel discussion was held on local water management issues and ways local groups and citizens can get involved.

**Becker County Dunton Locks County Park** – The County Recreational Advisory Committee (RAC) will be holding another informational meeting on Wednesday, April 20, 2016 at the Dunton Lock's Lake Sallie Picnic Shelter at 4:00pm. Please give your support and input for the recreational development of this property as a valuable asset to our community.

**Becker County Local Water Management Plan Public Input** - Guetter attended a meeting on April 12<sup>th</sup> on the Becker County Local Water Management Plan. GIS slides were presented showing various potential priority concerns.

**Becker Coalition of Lake Associations (COLA)** – On April 14<sup>th</sup>, various government groups were part of a “Lake Fair” hosted at the Holiday Inn. Moses set up a PRWD display which highlighted our programs.

**Detroit Lakes High School Job Fair** – On April 19<sup>th</sup>, Guetter will host a table and talk with students about environmental careers and education and training requirements

#### **AQUATIC PLANT MANAGEMENT**

**Curlyleaf pondweed treatment** - The Curlyleaf pondweed Treatment MN DNR Grant is now fully executed. Plant delineation is tentatively scheduled for Thursday, April 21<sup>st</sup> with MN DNR and District staff for lakes Detroit, Curfman, Muskrat, Sallie, and Melissa. Treatment will be conducted within the next three weeks thereafter depending upon water temperatures and in-lake conditions.

**Flowering Rush Research 2015 Report** –The draft 2015 Flowering rush research report has been received and staff is proofing the document.

**U of MN AIS Research Center Advisory Committee**–The next meeting will be in May.

**MN DNR AIS Advisory Committee** –Guetter attended the March 24, 2016 meeting in St. Cloud, MN. See MN DNR website for detailed meeting notes at: [www.dnr.state.mn.us/aisadvisory/](http://www.dnr.state.mn.us/aisadvisory/). MN DNR presented on education program, social behavior messaging, and website updating.

#### **GENERAL ADMINISTRATION**

**Manager Appointments** – Three positions will be open for appointment by the Board of Commissioners and will be advertised in the next couple of weeks. Managers Kral, Michaelson, and Haggart expressed interest in being reappointed to a three year term.

#### **Minnesota Association of Watershed Districts (MAWD).**

- a. **Strategic Plan and Transition** – Results from the survey indicate Managers and Administrators recommend hiring an executive director and continue the lobbying services of Ray Bohn.
- b. **Legislative “Day at the Capitol” March 30-31, 2016, St. Paul, MN.** – Manager Kral and Guetter attended and discussed buffer legislation with Senator Eken. Guetter attended the Administrator's meeting which reviewed the Buffer Initiative, strategic planning process, and education needs for watershed districts.

**2015 Financial Audit** –We expect a draft audit report in early May.

**Personnel** –We will be advertising for a Seasonal Worker to assist Terry Anderson with the aquatic plant pick up program for the 2016 season ( late May to late September). A Commercial Driver's License (CDL) is required.

**2015 Annual Report** – The draft annual report is complete and is under review by the Board for approval at the April meeting.

#### **Ditch Inspector's Report**

April 2016

**Ditch 11/12** – Last fall, two beaver dams on Ditch 11 (upstream from Campbell Lake) were found. The adjacent landowner offered to remove the dams. Another dam was noted near the outlet of Campbell Lake and Lundberg has been contacted to remove the blockage.

**Ditch 13** – In the next couple of weeks, Lundberg will trap beaver and remove two dams located at the outlet of Rice Lake and 400 yards downstream.

**Ditch 14** – Nothing further to report. The water level is up, however no blockages have been found. The cattail bog sometimes constricts flow.