



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 17, 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

Minutes

AGENDA

- 6:15 PM
1. Call To Order
 2. OATH OF OFFICE – Haggart
 3. Approval of Agenda and Consent Agenda (Administrator's Report; Secretary's Report –**May 16, 2013 Regular Meeting Minutes**; Rules/Permitting Report; Ditch Inspector's Report)
- 6:20 PM
4. Progress Reports - Committee Chairs (5 minute reports)
 - a. Personnel
 - b. Aquatic Plant (Projects 1B & 1C)
 - c. Advisory Committee
- 6:40 PM
5. Old Business
 - a. Rice Lake Project Update
 - b. Equipment Sale Update
 - c. 2013 FR Research/Treatment Update
- 7:00 PM
6. New Business
 - a. **2012 Annual Report**
 - b. **2012 Financial Audit**
- 7:30 PM
7. Public Forum (5 minutes)
- 7:35 PM
8. Treasurer's Report
 - a. **Approve June Bills**
 - b. Review January-May 2013 Revenue and Expenses – to be filed and subject to audit.
 9. Attorney's Report
 10. Engineer's Report
 11. Pulled Consent Agenda Items
- 8:00PM
12. Announcements
MAWD Summer Tour –New Ulm, MN June 19-21, 2013
- 8:05 PM
13. Meeting Adjournment

(action items in bold face)

**Pelican River Watershed District
Administrator Monthly Report**

June 13, 2013
www.prwd.org

MAIN DISTRICT WATER QUALITY INITIATIVES

Campbell Creek – The Natural Resource Conservation Service (NRCS) marked the buffer boundaries and the area was seeded in native prairie grass. Part of the project was paid for through Becker Soil and Water Conservation Service (SWCD) with Clean Water Legacy funds, there is a small unspent fund balance which has been re-directed to the Floyd Lakes chain for buffers along lakeshore property. NRCS, Pelican River Watershed District, and the landowners are also financial project partners.

Guetter, Staldine, and interns (Fritz, Pawlowski) inspected the Campbell Creek reach (Ditch 12) in late May. There is a fair amount of stream bank erosion in downstream areas, especially between CTY 149 and the outlet of North Floyd Lake.

Rice Lake Wetland Nutrient Reduction Project – The easement for the Wes Johnson property has been completed. The Lessard-Sams DNR grant reimbursement request and final report has been submitted.

MPCA CWP Grant - Pearl Lake Sub-watershed Diagnostic Study – Staldine, Guetter and Hecock have written a draft final report for the MPCA CWP Pearl Lake Diagnostic Study. The draft will be reviewed & finalized before the June 30th deadline for submission to Tim James, the MPCA area TMDL Coordinator responsible for the project. Staldine will summarize and present findings at the annual Pearl Lake Association meeting in July.

Lake St. Clair TMDL. Nothing further to report.

WATER MANAGEMENT RULES

Permits - see enclosed report.

The District continues to monitor variance requests and other City and County planning/zoning actions.

EDUCATION

Website Enhancements– Gabe Frobenius, NET7 Web Services, is currently transferring information from our current website builder program to a new builder which will make updating the site easier and will give the site a "clean, fresh, and updated" appearance. The project is running behind in the 6/11th completion schedule, however, NET 7 is anticipating a 6/18th date for the transfer.

Water related equipment inspection and cleaning guide books - 10,000 copies were printed and disseminated to lake associations, resorts, bait shops, lake service providers, chamber of commerce, law enforcement, government offices, etc. Printing costs were split between City of Detroit Lakes, Becker County, PRWD, and Becker COLA.

Lake Association meetings - Lake Detroiters, Floyd Shores and Melissa-Sallie are holding annual meetings this month. PRWD will have a booth at the Lake Detroit meeting at the Pavilion on Saturday, June 15th. Fritz and Pawlowski are creating the materials for the booth. Dr. John Madsen will be the keynote speaker. The DNR canine zebra mussel sniffing dogs will also be present. The District prepared materials for the Floyd Shores meeting. Pearl lake is meeting on July 20th Staldine will present results from the Pearl Lake Diagnostic Study.

Sucker Creek Preserve Walk-Through. Hausken led a small group (Guetter, Dustin, Gulon, Marty, Walvatne) to review the newly acquired adjacent parcel of the Preserve. Potential placement of paths and tree plantings were discussed.

MONITORING, DATA COLLECTION AND MANAGEMENT- Staldine and interns (Fritz & Pawlowski) are implementing the 2013 lake and stream water quality monitoring plan. Staldine finalized the 2012 data for MPCA review & submission to EQUiS database.

Fritz, Pawlowski, and Staldine established new monitoring sites to deploy ISCO samplers along Campbell Creek to isolate reach contributions to nutrient and sediment loading of North Floyd. Guetter & Staldine discussed the possibility of establishing a grab sample site near the mouth of Campbell Creek to provide additional data on sedimentation due to bank erosion between Cty 149 and North Floyd Lake.

The hot water pressure washer system for disinfecting the PRWD monitoring boat and gear has been ordered. Estimated arrival of this equipment is next week.

GENERAL ADMINISTRATION

2012 Financial Audit – Judi Moravac conducted a site visit in May. A draft electronic copy of the audit will be available on June 17th for the manager meeting. The report must be filed with the State Auditor's office by June 30th. Next year the audit will be scheduled in early May.

Citizen Advisory Committee /2015 Revised Management Plan –Nothing further to report.

AQUATIC PLANT MANAGEMENT

Becker County AIS Committee. The AIS committee met on May 29th to review a draft copy of the county's "Memorandum of Understanding" agreement for paid educators at public water accesses (formally known as Watercraft Inspectors). The agreement is a partnership between a lake association/group/local unit of government and Becker County to provide a framework to financially support public waters access educators. In the past, a lake association/local unit of government could pay or have unpaid watercraft inspectors at the public accesses without such an agreement. However, such an agreement is now required by the DNR, even for unpaid (volunteer) educators. Under the MOU, access educators are temporary employees of the county (DNR trained/certified) with the County assuming payroll and other associated liabilities. Sponsoring entities are responsible for funding the positions at their respective accesses. To date, Detroit, Long, Mel/Sal, Floyd, Bad Medicine, and Cormorant have expressed interest in participating in the program.

The group discussed AIS information dissemination strategies to core groups – Becker Coalition of Lake Associations, LGU's (cities, townships, watershed districts), sporting groups (fishing clubs/tournaments, clubs, etc.), bait shops, resorts, lake service providers, chamber of commerce, law enforcement, etc.

Decontamination facilities and enlisting lake service providers was briefly discussed. An upcoming DNR training session for lake service providers will allow LSP's to clean equipment at their facilities.

A regional AIS approach (Red River Basin, Ottetail Basin) is needed to adequately protect from and contain AIS infestations. The committee will further explore options with DNR and Red River Basin Commission.

Flowering Rush Research & Treatments – Guetter and Joe Eisterhold, DNR AIS specialist reviewed Detroit Lake proposed treatment areas on June 7th. DNR AIS/Fisheries are reviewing treatment areas this week. Dr. John Madsen and students are collecting samples on the treatment sites as well. By the end of this week, a DNR permitting decision will be rendered for Flowering rush. We received the Curlyleafed pondweed permit (harvesting) on Big Detroit. Treatments are tentatively planned for week of June 17th, however, we may postpone until the week of June 24th due to unseasonably cool weather and delay of FR growth (Madsen recommendation). The PLM contract for treatments is executed.

DNR AIS control/treatment grant (\$23,500). The grant is fully executed.

Harvest equipment – The two harvesters and the 1972 GMC truck were advertised on Govdeals.com for a period of 14 days. The bids will close 6/13/13 at 10:00 p.m.. There are currently bids of over \$4,000 on each of the harvesters and \$1000 on the truck, which meets the minimum bids we had set. This advertising was done at no cost to the District and has proved to be an excellent source for selling inventory.

MN DNR AIS Advisory Group – The state committee will meet next on July 10th.

Ditch Inspector's Report June 13, 2013

Ditch 11/12- Nothing further to report

Ditch 13- Nothing further to report.

Ditch 14- Nothing further to report.



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

May 16, 2013

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

Managers Absent: Haggart

Staff: Administrator Guetter, Asst. Admin Staldine, Terry Anderson

Consultants: Attorney Lisa M. Tufts; Rod Ambrosie-Wenck & Assoc.

Advisory Committee: John Okeson **Others:** NONE

The Regular Managers' meeting was called to order by President Kral at 6:14 PM.

OATH OF OFFICE – Dennis Kral and Richard Michaelson (attached hereto).

CONSENT AGENDA. Motion to approve the consent agenda, including the May Administrator's Report; Secretary's Report –April 18, 2013 Regular Managers' Meeting Minutes; May Rules/Permitting Report; and May Ditch Inspector's Report (Brainard, Okeson), carried unanimously.

PROGRESS REPORTS

- a. **Personnel Committee** – The committee did not meet. Guetter reported Moses is out of the office for a few days for her son's wedding and has been working additional hours to make up the time off (her normal week is 32 hours/week).
- b. **Aquatic Plant Committee** – The committee did not meet. President Kral appointed Rick Michelson to the committee.
- c. **Citizen Advisory –Becker AIS Volunteer lake access educator program.** Becker County Commissioner John Okeson reported the County Board is holding a special meeting on May 21st to review/approve a county Aquatic Invasive Species Education and Outreach program. If such a program is approved, it will allow local units of government (cities, townships, watershed districts) and other organizations (lake associations, sporting groups, etc.) to enter into an agreement with the county to conduct education and outreach on the prevention and management of AIS at designated public lake access areas, including MN DNR-owned lake accesses. Under this arrangement, an entity will provide the funding and be responsible for scheduling the lake access educators and the county will hire the educators on a temporary basis and provide the necessary equipment and training for educators.

OLD BUSINESS

- a. **Rice Lake** – Complete plans for Anchor road.
- b. **St. Clair Lake TMDL Update** –Nothing further to report.
- c. **Harvest Equipment Sale Update** – May 17th is the deadline for bids.

NEW BUSINESS

- a. **LMCIT Resolution for Liability Coverage Limits –Resolution (attached hereto).**
- b. **June Monthly Meeting Date (conflicts with MAWD summer tour).** The June Regular managers' meeting is changed to Monday, June 17 @ 6:15 pm.
- c. **Monitoring Portable equipment wash unit.** A portable hot water, high pressure washer is needed to clean PRWD equipment between lake sampling points. **Motion to authorize up to \$4,000 to purchase a hot water, high pressure portable washer from the LMP-01 Fund (Brainard, Michaelson), carried unanimously.**
- d. **Aquatic Invasive Species (AIS) Outreach Materials.** A draft copy of the "Inspection and Cleaning Guidelines for water-related equipment and gear" was presented. **Motion to approve up to \$1,800 to cost-share set-up and printing costs for the booklet from the LMP-01 Fund (Imholte, Nansen) carried unanimously.** Other fund contributors include Becker County, City of Detroit Lakes, and Becker COLA.
- e. **AIS Public Access Educators.** Guetter reported it is not known if Becker County will be moving ahead with the access educator program, however it would be beneficial if PRWD cost-share funds were available to District lakes who are interested in participating prior to the next meeting. **Motion to approve up to \$10,000 to implement a cost-share program for lake access educators within District boundaries from the LMP-01 Fund (Nansen, Imholte), carried unanimously.**



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

Managers instructed Guetter to find out lake association interest and to seek input from Aquatic Plant Committee for fund allocation (match requirement, maximum allocation, etc.).

PUBLIC FORUM – NONE

TREASURER’S REPORT.

- a. **Approval of Claims # 13639-13653 (\$ 30,175.53).** The monthly bills were reviewed. **Motion to pay May 2013 bills (Imholte, Okeson) carried unanimously.**
- b. **Financial Report.** The January-April 2013 Revenues and Expenses Report was reviewed by the managers. **Motion to approve the draft January-April 2013 R & E Report (Imholte, Nansen), carried unanimously.** The report will be filed for audit.

ATTORNEY REPORT–Reported on remaining Rice Lake flowage agreements, including Wes Johnson Estate.

ENGINEER REPORT –Ambrosie gave the monthly report on behalf of Engineer Mackowick (on temporary leave of absence due to personal family issue). Ambrosie reported on Anchor Road and permit reviews.

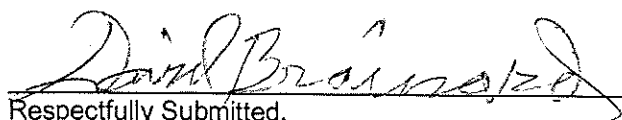
PULLED CONSENT AGENDA ITEMS- NONE

ANNOUNCEMENTS - NONE

ADJOURNMENT. Motion to adjourn the meeting at 7:44 PM (Brainard, Imholte), carried.

**Pelican River Watershed District
Claims Paid
As of May 17, 2013**

	<u>Date</u>	<u>Num</u>	<u>Amount</u>
*Guetter,Tera	05/17/2013	13639	206.46
*Moses, Brenda	05/17/2013	13640	92.34
*Staldine, Jonathan	05/17/2013	13641	30.00
ACS	05/17/2013	13642	62.56
Bank of America	05/17/2013	13643	114.79
Emmons & Olivier Resources, Inc	05/17/2013	13644	1,947.75
Merritt Hydrologic & Envir Consulting,LLC	05/17/2013	13645	3,600.00
MPCA	05/17/2013	13646	16,500.00
Nereson's	05/17/2013	13647	908.39
Office Essentials Plus	05/17/2013	13648	417.99
Office of Enterprise Technology	05/17/2013	13649	85.44
RMB Environmental Laboratories, Inc.	05/17/2013	13650	175.00
Wells Fargo-Office Lease	05/17/2013	13651	1,100.00
Wenck Associates, Inc	05/17/2013	13652	4,687.40
Xerox Corporation	05/17/2013	13653	247.41
TOTAL			<u>\$30,175.53</u>


Respectfully Submitted,
David Brainard, Secretary

Meeting Approved : _____

PRWD Rules of Enforcement Report - June 12, 2013

Permits Issued:

13-6	Dennis & Adele Smith	1346 E. Shore Dr.	Adding Steps	Detroit
13-7	Bob Carney	15190 E. Munson Lake Dr.	Rip Rap	Munson
13-8	Tom & Sandy Alinder	11791 Fern Beach Dr.	Repair Ice ridge and rip rap	Melissa
13-9	Jerry Radermacher	11938 Ravenswood Beach Dr.	Leveling ice push, rip rap and removing dead trees	Melissa
13-10	Kathleen Coyle	12197 Fern Beach Dr.	Ice push, restoring beach	Melissa
13-11	Greg Randgaard	11947 Fern Beach Dr.	Shore Impact Zone	Melissa
13-12	Mike & Jodie Herzog	2448 Long Lake Rd.	Rip Rap	Long
13-13	Jennifer Williams	23715 Cty Hwy 22	Rip Rap	Melissa
13-14	Jim Ingstad	24253 N. Melissa Dr.	Rip Rap	Melissa

Projects Currently in Review:

Todd Webber - Long

Darold Peterson - Detroit