



*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, May 15, 2014

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  
*Oath of Office – Imholte and Nansen*
2. Approval of Agenda and Consent Agenda (Administrator's Report; Secretary's Report –*March 24, 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. St. Clair Update
  - b. Website/GIS Update
  - c. RMP Revision Update
- 6:55 PM            5. New Business
- a. **June Meeting Date – MAWD conflict**
  - b. **Green Corps Resolution**
  - c. **AIS Research proposal**
  - d. **PLM contract**
  - e. **LVMP**
  - f. **Ditch 12 – Assessment**
  - g. **2013 Financial Audit**
  - h. **2013 Annual Report**
- 8:30 PM            6. Public Forum (5 minutes)
- 8:35 PM            7. Treasurer's Report
- a. **Approve May Bills**
  - b. Review Jan –April 2014 Revenue & Expenses– to be filed and subject to audit.
  - c. Fiscal policy
8. Attorney's Report
9. Engineer's Report
10. Pulled Consent Agenda Items
- 8:55 PM            11. Announcements – MAWD SummerProject/Program Tour Wednesday, June 18 – Friday, June 20, 2014, Stillwater, St. Croix River.
- 9:00 PM            12. Meeting Adjournment
- (action items in bold face)



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

April 17, 2014

**Managers Present:** Kral, Okeson, Brainard, Imholte, Haggart

**Managers Absent:** Nansen, Michaelson

**Staff:** Administrator Guetter, Moses

**Consultants:** Attorney Karen Skoyles; Engineer Marlon Mackowick

**Advisory Committee:** None **Others:** Joe Courneya, Red River Basin Commission

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

**CONSENT AGENDA.** The consent agenda (April 2014 Administrator Report; Secretary Report–March 24, 2014 Regular Meeting Minutes; April 2014 Rules/Permitting Report; and April 2014 Ditch Inspector's Report (Brainard, Haggart), carried unanimously.

**PROGRESS REPORTS**

- a. **Personnel Committee.** Nothing further to report.
- b. **Aquatic Plant Committee** – The committee will convene to review the 2013 research summary and 2014 research recommendations from Dr. John Madsen, Lake Vegetation Management Plans, and Projects 1B & 1C 2014 activities.
- 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.

**NEW BUSINESS**

- a. **Red River Basin Commission, Regional AIS Plan – matching grant funds request** – Jim Courneya, Red River Basin Commission Coordinator, reviewed the “Northwest Regional Aquatic Invasive Species Prevention Project”, a Legislative-Citizen Commission on Minnesota Revenues (LCCMR – State lottery funds) grant to for planning and implementing an “AIS Watershed Approach” plan. The project was awarded \$219,000 and will focus on the Ottertail, Buffalo-Red and Wild Rice river watershed areas. The Commission is requesting local support for the grant project and is contacting Becker, Clay, Ottertail, and Wilken Counties and Buffalo-Red, Pelican/Ottertail, and Wild Rice Watershed Districts for contributions. The project will include surveying riparian property owners and business owners to determine “Attitude, Knowledge, and Interest in AIS related ecosystem management”, development of mobile apps; increase AIS awareness in youth education (River Watch, environmental field days), regional branding of educational AIS materials, and lake assessment and GIS AIS data set development. Mr. Courneya stated the RRBC long term goal is to request an annual renewal contribution towards this program. **Motion to approve \$5,000 from the LMP-01 fund to the Red River Basin Commission as a local grant match for the “Northwest Regional Aquatic Invasive Species Prevention Project” 2014-16 LCCMR grant. (Kral, Brainard), carried unanimously.**
- b. **2014 Monitoring Plan** – Guetter reviewed 2014 Monitoring Plan, prepared by Jon Staldine. **Motion to approve the 2014 Monitoring Plan (Brainard, Haggart), carried unanimously.**

**PUBLIC FORUM – NONE**

**TREASURER'S REPORT.**

- a. **Approval of April Claims. #13895-13907 and EFT-122-124 (\$27,391.22).** Managers reviewed monthly bills. **Motion to pay April bills (Imholte, Brainard), carried unanimously.**
- b. **Financial Report.** Imholte reviewed the January – March 2014 Revenues and Expenses Reports. **Motion to approve the draft January-March 2014 R & E Report (Imholte, Brainard), carried unanimously.** The report will be filed for audit.

**ENGINEER REPORT** – Engineer Mackowick is currently reviewing permit applications for Stone Brooke Addition and Hwy 34 turn lanes.

**ATTORNEY REPORT** – Nothing further to report on.



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

**PULLED CONSENT AGENDA ITEMS- NONE**

**ANNOUNCEMENTS** – Manager Haggart stated she would not be at the May meeting

**ADJOURNMENT.** Motion to adjourn the meeting at 7:58 PM (Brainard, Michaelson), 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  
May 9, 2014  
[www.prwd.org](http://www.prwd.org)**

**MAIN DISTRICT WATER QUALITY INITIATIVES**

**Lake St. Clair TMDL**-The City of Detroit Lakes, SEH (City consultant), Minnesota Pollution Control Agency (MPCA), and Emmons and Oliver Resources (MPCA consultant) staff met on April 30<sup>th</sup> to review the draft TMDL document.

**MN GreenCorps Application.** The MN GreenCorps program, an AmeriCorps program coordinated by the MPCA, is a statewide initiative to help preserve and protect the environment and train young environmental professionals. There are four major project areas of focus: energy conservation and air quality, waste prevention and recycling, living green outreach, and green infrastructure. Staff submitted an application to be a host site for one member in the green infrastructure. The MPCA provides pay and benefits for the MN GreenCorps members for a 10 month period. The host site is required to provide \$4,600 of in-kind contributions per participate in the form of supervision, operating costs, equipment, vehicle use/ or mileage reimbursement to complete the program project. The District requested assistance with storm water inventory & assessment, design a maintenance/repair schedule; provide outreach and education campaigns to reduce untreated runoff; and assist with installation of 3 best management practices. Selection of host sites will be in June timeframe.

**Drainage System Grant** (Ditch 11/12, 13, 14)- Becker Soil and Water Conservation Service has finalized the project work plan. The District will order equipment when the state grant funds are dispersed to Becker SWCD.

**Becker County Shoreland Ordinance Committee** – A subcommittee meeting for the Becker County Zoning and Ordinance Advisory Committee meets Friday May 9<sup>th</sup> to discuss mitigation standards for impervious surface coverage and other shoreland development. Staldine will represent PRWD during this meeting, emphasizing the need to tighten up, rather than relax these standards, to protect developed lakes within Becker County.

**WATER MANAGEMENT RULES**

**Permits** - see enclosed report. Staff is working on updating the permit application forms for the new District website/GIS interface.

2014 permitting has begun, with several shoreline applications already completed. Large sites under review include the Stonebrooke Villa complex north of Hwy. 34, and lane expansions on segments of Hwy. 34.

Several complaints have filtered into the office in early May, including flooding near Highland Drive, a beaver dam along the Pelican River, a bank erosion issue on Long Lake, and an apparent filling or erosion issue near Long Lake. The flooding and beaver associated issues have been addressed, with investigation planned on the Long Lake complaints.

**EDUCATION**

**Water Festival** – Moses and Staldine spoke with 4<sup>th</sup> graders at Holy Rosary and Rossman Elementary on 4/23/14 about the functions of our watershed. Moses is also working with students from Mrs. Gilson and Mr. Alton's class in assembling a presentation on what effects water quality and water monitoring in our area.

**AIS Cleaning and Inspection Booklet** – Another 10,000 booklets were printed with a portion going to MN COLA and approximately half to stay in our county. The cost for 5,000 were shared by Becker County, the City of Detroit Lakes and Pelican River Watershed.

**GENERAL ADMINISTRATION**

**2013 Audit** –The 2013 draft audit has been completed and is ready for manager review and approval.

**Website Update** – GeoGurus is behind schedule, but anticipates the new site coming online the week of May 19<sup>th</sup> or sooner. The GIS layers are completed and are currently being integrated into the website.

**June Meeting Date** – The regular June manager’s meeting date conflicts with the MAWD summer tour in Stillwater, MN. June 23 or 24 are possible alternate meeting dates.

**Ditch Assessment** – A property owner in the Ditch 12 assessment area had questions/concerns over the rate charged on their parcel. Guetter is further investigating the matter as there appears to be an inconsistency.

**Quickbooks Seminar** – Moses attended a seminar in Fargo on April 24 and gained some new insight into this program. Other companies attending struggled with some of the same issues as we do and shared ideas.

## **MONITORING, DATA COLLECTION AND MANAGEMENT**

Staldine and Guetter finalized the 2014 Monitoring Plan following input from MPCA staff. Monitoring began in late March on District streams, with placement of level loggers in April. Equipment is being prepared for the 2014 field season.

Staldine and Moses conducted interviews for seasonal monitoring intern staff between 4/10 and 4/15. Emily Nelson of Park Rapids, a student at Bemidji State studying Aquatic Biology and Alex Courneya of Vergas, a student at MN State Moorhead studying Geosciences were selected and will begin with the District the week of May 12.

## **AQUATIC PLANT MANAGEMENT**

1. **2013 Flowering rush research findings report and 2014 FR research proposal:** Both the District and MN DNR are still waiting for the report and proposal. Dr. Madsen states he will have the report and proposal to us in the near term.
2. **2014 AIS Permits** – Flowering rush and Curly-leafed pondweed permit applications were applied for in February for the same areas requested in 2013. MN DNR will make PRWD permits a priority as soon as the research reports and proposal are received from Dr. Madsen. Professional Lake Management submitted a 2014 treatment quote based upon state contract vendor price structure.
3. **Lake Vegetation Management Plan (LVMP)** – Guetter met with MN DNR staff to review a draft version. There were a number of edits, clarifications made to the document. DNR will email a revised document early next week. In addition to PRWD Board, the document will need to be reviewed by the City of DL, Lake Detroiters, and Melissa-Sallie Lake association groups. The plan will include variance provisions – waiver of signature requirements, >15% littoral zone treatment on Curfman. Also included are actions such as lakewide treatments, roadside pickup, hand removal permits (lake associations), harvesting CLP/chemical treatment CLP, etc.
4. **Roadside Pickup program** – The District is gearing up to start later this month.

**Becker County AIS Committee** – Becker County has been awarded a \$4000 DNR grant to be used for radio and newspaper advertising and educational material. Becker County, the City of Detroit Lakes and the Pelican River Watershed District will need to match these funds. The discussion on purchasing decontamination units in the County continues without any action being taken.

## **Ditch Inspector’s Report May 2014.**

**Ditch 11/12-** Nothing further to report.

**Ditch 13-** A beaver dam was reported on the Pelican River on April 21<sup>st</sup>, Roger Lundberg was contacted and removed the dam in early May.

**Ditch 14-** Nothing further to report.

## PRWD Rules of Enforcement Report - May 9, 2014

### *Permits Issued:*

14-04	Susan Dodd	23863 Co. Hwy 22	Permeable Driveway & walkway install	Melissa
14-05	Stonebrooke Apartments	304 Pelican Rd.	Apartment Building	
14-06	TH 34 Passing Lanes	TH 34 between Detroit Lakes and Nevis	Passing Lanes <b>**Pending**</b> conditions apply	
14-07	Ace Brandt	1071 Shorewood Drive	Rip Rip and Shoreland planting	Detroit Lake
14-08	David & Torey Neisen	12715 Hwy 59 So.	Sand Blanket	Meadow

### *Projects Currently in Review:*

Staff reviewed property flooding complaint. We found two plugged culverts. The City and Detroit Township were notified.