

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 20, 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 March 16, 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

6:45 PM

- 5. Treasurer's Report
 - a. 1st Quarter Manager Per Diems/Expenses
 - b. Approve April 2017 Bills
 - c. Approve April Fund transfer
 - d. Review January-March 2017 Revenue & Expenses to be filed and subject to audit.

7:00 PM

- New Business
 - a. MN Buffer Law Enforcement Responsibilities
 - b. 2016 Monitoring Report
 - c. 2016 Annual Report

7:30 PM

7. Public Forum (5 minutes)

7:35 PM

- 8. Attorney's Report
- 9. Engineer's Report
- 10. Pulled Consent Agenda Items

7:50 PM

11. Meeting Adjournment

(action items in bold face)



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

March 16, 2017

Managers Present: Kral, Imholte, Haggart, Michaelson, Okeson

Managers Absent: Noyes

Staff: Administrator Guetter, Alcott, Moses Consultants: Marion Mackowick, Wenck

Advisory Committee: NONE Others: Lowell Deede

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

CONSENT AGENDA. The consent agenda, including the March Administrator Report; Secretary's Report – February 23, 2017 Regular Managers' Meeting Minutes; March Rules/Permitting Report (*Except – Rules of Enforcement- Golden Bay Shores*); and March Ditch Inspector's Report (Imholte, Okeson), carried unanimously.

PROGESS REPORTS

Personnel Committee - Nothing further to report.

Rules/Revised Management Plan: - Citizen Engagement Community Meetings will be held this month.

Citizen Advisory Committee - Nothing further to report.

OLD BUSINESS

- a. Rice Lake Project Progress: Guetter reported Houston Engineering is conducting soil borings for the lower structure this week. She will be meeting with the City of Detroit Lakes to finalize flowage easements and access for upper and lower structures in the next couple of weeks.
- **b.** Revised Management Plan: Community meetings will be held Monday, March 27 and Monday April 3 from 6-8 pm at the District.

TREASURER'S REPORT.

- a. Approval of March 2017 Claims. Treasurer Michaelson reviewed the monthly bills with the Managers. Motion to pay March 2017 claims (Checks #14280-14289 and EFT 354-359) in the amount of \$7972.98, (Michaelson, Imholte), carried unanimously.
- b. March Fund Transfers. Motion to transfer \$32,000 from Bremer Bank savings account to the checking account (Michaelson, Imholte), carried unanimously.
- c. Financial Report. The January-February 2017 Revenues and Expenses Report was reviewed by the managers. Motion to approve the January-February 2017 R & E Report (Michaelson, Okeson), carried unanimously. The report will be filed for audit.
- d. District Funds. Manager Michaelson reported Bremer Bank recently increased the interest rate to .72% on the District's main savings account. At that time, staff contacted American National Bank inquiring if they could match the increased interest rate on the savings account with them. American National Bank responded with a proposed interest rate of .75% for a six-month CD. The Managers discussed upcoming projects and projected financial needs for the next six months and did not want the CD to automatically re-new when it matured. If the CD automatically renews, in July or August, the Managers will review the status of upcoming projects and determine how the funds will be handled at that time. Treasurer Michaelson recommended closing the current savings account with American National Bank and purchasing the six-month CD with the funds from the savings account. Motion to approve closing the American National Bank savings account and purchasing a six-month CD at an interest rate of .75% with the funds (\$240,267.73) at American National Bank. (Michaelson, Imholte) carried unanimously.



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

NEW BUSINESS

a. The 2017 Workplan. The 2017 Work Plan was reviewed by Administrator Guetter. Motion to approve the 2017 Workplan (Kral, Michaelson), carried unanimously.

b. Flowering Rush Control Shoreline Control Efforts Proposal. Gray Turnage, Mississippi State University sent a proposal to, "Assess Shoreline Control Efforts of Flowering Rush in the Detroit Lakes System." The proposal would require District staff and interns to conduct the emergent shoreline treatments and collect field data (stem counts for 60+ plots; 3-times). Given the work plan projects and staff loads, the Managers did not view this activity as a high priority. No action taken. Staff noted core samples will be taken in late May/early June to complete the 2016 Flowering rush adaptive management study.

c. Updates were given on West Lake Drive project. Managers noted there will be three Manager appointments by

the Becker County Commissioners in April or May.

PUBLIC FORUM -NONE

ATTORNEY REPORT—In Attorney Skoyles absence, Guetter reported the attorney has sent a follow up letter to Pro Resources with a response deadline.

ENGINEER REPORT – Engineer Mackowick discussed the McLaughlin and River View RV Park sites. Mackowick and staff are scheduled to site review the River View RV Park in the next week.

PULLED CONSENT AGENDA ITEMS- Golden Bay Shores Violation. Guetter updated and answered questions regarding the retaining wall and overall site compliance.

ANNOUNCEMENTS – Minnesota Association of Watershed Districts (MAWD) Legislative Day, MAWD Board Meeting, and Association of District Administrator's meeting will be held in St. Paul on March 22& 23rd, with Manager Kral and Administrator Guetter attending. The MAWD Summer Tour will be held in Walker from June 21-23.

ADJOURNMENT. Motion to adjourn the meeting at 7:58 PM (Kral, Michaelson), carried unanimously.

Respectfully Submitted,

Janice Haggart, Secretary

No tape was made of this meeting.

Meeting Approved:

Pelican River Watershed District Claims Paid

March 2017

Date		Num	Amount
3/20/2017	*Alcott, Brent	EFT-354	240.46
3/20/2017	*Guetter,Tera	EFT-356	65.00
3/20/2017	*Moses, Brenda	EFT-355	107.36
GEGEETT	moses, bielida	E1 1-000	412.82
3/20/2017	Wells Fargo-Office Lease	EFT-357	1,299.58
3/20/2017	Wenck Associates, Inc	EFT-358	326.80
3/20/2017	Xerox Corporation	EFT-359	229.61
			1,855.99
3/17/2017	Arvig	14280	51.90
3/17/2017	Bank of America	14281	1,159.61
3/17/2017	Berkley Risk Administrators Company	14282	2,997.00
3/17/2017	County 6 Amoco & Bait	14283	47.75
3/17/2017	ESRI	14284	1,000.00
3/17/2017	Lakes Computer Repair & Consulting	14285	225.00
3/17/2017	North Central Laboratories	14286	76.11
3/22/2017	Office of Enterprise Technology	14289	106.64
	VOID	14288	0.00
3/17/2017	Verizon	14287	40.16
			5,704.17
3/9/2017 3/15/2017	Employee Payroll Supplemental Benefits	EFT 348-350 EFT 351-353	4,263.85 2,184.92
3/15/2017	Federal Withholding		2,059.40
3/23/2017	Employee Payroll	EFT 360-362	4,263.85
3/31/2017	Federal Withholding		1,561.24
3/31/2017	MN HCSP		400.00
3/31/2017	MN Revenue		532.00
3/31/2017	NACO		1,846.00
3/31/2017	PERA		1,992.62
			19,103.88
	TOTAL MARCH EXPENSES		\$27,076.86

Pelican River Watershed District Administrator Monthly Report April 12, 2017 www.prwd.org

MAIN DISTRICT WATER QUALITY INITIATIVES

Targeted Watershed Nutrient Reduction Grant/Rice Lake Project. Houston Engineering is working on lower structure plans. The soil borings for the lower structure were collected. Guetter met with City staff to review city property easement areas and location of access roads. City requested a change in location for the upper structure. Files have been sent to HEI and Meadowland will survey and write up the descriptions for the flowage easement and access roads for the upper and lower structures.

Revised Management Plan – Two public input meetings were scheduled for Monday, March 27th and Monday, April 3rd. Despite the low turnout, the small group mapped out District assets and water issues (attached hereto) The second meeting was postponed due to Guetter illness and has been rescheduled for Tuesday, May 2, from 6:00-8:00 PM. A working draft will be ready in early May which will incorporate any additional material from the May 2nd meeting.

WATER MANAGEMENT RULES

Permits – With the warm weather, office traffic and phone calls have increased substantially in the last few weeks. We are anticipating another busy permitting season. See attached report for complete information.

Cost Share Program Incentives — Staff has been promoting on the radio, website, Facebook, and e-blasts the new cost share program to promote "best management practices" to protect and improve water and natural resource conditions. Staff has handed out numerous applications and there does seem to be a fair amount of interest. We hope to have some applications for the Board to review at the May meeting.

City of DL Shoreland Ordinance Advisory Committee Meeting –The Committee met Monday, March 20th. Much of the discussion centered on the Vegetation Removal section of the Ordinance. The committee asked PRWD to provide some possible examples of sample language for the April 26th meeting. Towards that end, Guetter and Alcott have been developing concepts to clarify interpretation and implementation of the vegetative alteration section (clear language and measurable standards) and will present their ideas to the committee at the April meeting.

Becker County/City of DL Airport – Report enclosed from meeting with the wetland regulatory agencies. The next meeting is scheduled for April 19th.

MN Buffer Law Enforcement Responsibilities. See enclosed reports and information from the Board of Soil and Water Resources.

MONITORING

Stream Monitoring – The HOBO continuous stream level monitoring units and rain gauges were installed on April 4th on Campbell Creek (230th Street and Becker County Road 149) and Pelican River/Ditch 13 (Anchor Road and Rice Lake Outlet/Industrial Park). Water samples were also collected at the sites. Notable were the Campbell Creek sediment and phosphorus results. The 5-year average (2012-16) for the Campbell Creek 230th location is 100 ppb Total Phosphorus (TP) and 20 Total Suspended Solids(TSS) with the April 4th result at 38 TP and 10 TSS respectively. The Campbell Creek/149 site 5-year averages (2012-16) are 257 ppb TP and 55 TSS with the April 4th results at 58 TP and 36 TSS respectively. There still is an increase in sediment (TSS) between 230th street and Cty 149 which is attributed to natural bank erosion through a forested, rapidly changing elevation area, however, the sediment levels are still lower than recorded in past years. The installation of upstream agricultural practices and buffers on Campbell Creek, as well as the varied winter and spring weather conditions which produced little to no spring melt runoff, contributed to the low spring sediment and nutrient loading. Rice Lake phosphorus levels were also lower at 28 ppb TP, than the springtime 5-year TP average of 82 ppb.

The remaining HOBO water level units will be installed in the next week along the Pelican River.

Lake Monitoring – Next week, Alcott will check the lake monitoring equipment and boats to make sure they are in working order for use in mid-May.

Summer Internships –Tyler Haaland Zurn will be returning this year to work as a Water Quality Monitoring intern. He is finishing his junior year at the University of Minnesota-Duluth. Allison Shorter, a student at South Dakota State studying Environmental Science has accepted the other monitoring position. They will begin in mid-May. We approached Kelsey Forward, who also worked with us last summer on the permit database and other office projects, to see if she would be available. She is working on a graduate project at UND but would be available to do some remote work, with minimal visits to the District office.

2016 Monitoring Report - Alcott has completed the 2016 report and a copy is enclosed for managers' review.

EDUCATION

KDLM Radio - On March 14th, Guetter was the guest on Hodge Podge and discussed the District's Cost Share Program, upcoming education events, manager appointments, Rice Lake Project, Revised Management plan meetings.

Updating Education Materials – Moses and Claire Olson have completed designing new education panels to be used at the Water Festival in May and they are currently being printed at Precision Printing.

Freshman Expo and Senior Job Career Fair – Moses & Alcott will be attending this event on April 19th at the Detroit Lakes High School. They will be sharing different aspects of their jobs and doing mock interviews with students. Approximately 50 agencies, manufacturers, retail businesses, hotels, restaurants, etc., will be represented.

U of MN, Extension, AIS Detector Training. Currently there are six people registered for the May 4th AIS detector training class. Guetter urged Karl Koneig, Becker AIS coordinator and Becker County Coalition of Lake Associations to get the word out and try to have one person from each lake take the course

Becker Coalition of Lake Associations – Guetter attended the April 13th meeting and presented on the District's Cost Share Program and tuition reimbursement for District residents or homeowners who successfully complete the AIS Detector training.

AQUATIC INVASIVE SPECIES MANAGEMENT

2017 AIS Treatments for Detroit, Curfman, Sallie, Melissa – Staff met with MN DNR AIS and fisheries staff on March 24 to review Flowering rush and Curlyleaf pondweed management areas on Detroit, Curfman, Sallie, and Melissa.

The MN DNR signaled they would permit an increase in the flowering rush/bulrush mixed stand treatment area on Sallie from 5 acres to approximately 35 acres while keeping a reference site located in the remaining 30 acres area to the north. Based upon the results of the 2017 treatments, in 2018 the District could potentially treat the remaining Flowering rush 30+acres reference site area (60 acres total). This year, the District will follow the "operational treatment plan" recommendations from Gray Turnage, Mississippi State University for Detroit, Curfman, Sallie and Melissa.

Regarding the CLP treatments, the MN DNR staff asked PRWD staff to review an area near the J&K Marina that had reported Curly-leaf growth and potentially add the area to the treatment maps.

There will need to be a fair amount of coordination between the agencies for the upcoming treatments. Alcott will coordinate with the MN DNR in early-May to survey and finalize the 2017 Curly-leaf Pondweed Treatment areas and also in June for the Flowering rush treatment maps.

2017 AIS Treatment Notification – A Public Notice was printed in the Detroit Lakes Tribune on Wednesday, April 12, giving residents the opportunity to "opt out" of chemical treatments for Curly-Leaf Pondweed and Flowering Rush on lakes Detroit, Curfman, Sallie and Melissa. The notices and preliminary treatment maps are also posted on the District's webpage and Facebook.

MN DNR AIS Advisory Committee – Guetter attended the March 30th meeting in St. Cloud. The advisory committee reviewed the proposed annual reporting template for County AIS funds and Federal and State legislation. There are a number of introduced bills at both the federal and state levels which would negatively impact AIS programs.

State of Montana AIS Meeting – Guetter was contacted and asked to be the keynote speaker and attend a 2-day AIS summit in Great Falls, MT. The city of Great Falls would reimburse travel expenses (Airfare, Lodging, Meals, etc). The summit is April 26 – 27th.

U of MN AIS Research Center Advisory Committee – Guetter is part of the Center's research proposal review/vetting subcommittee which reviewed over 30 proposals. The committee sent their recommendations on to the U of MN for funding consideration.

GENERAL ADMINISTRATION

2016 Annual Report - The report will be presented for Board review at the April meeting.

2016 Financial Audit-The audit is scheduled to start April 25th.

Manager Positions – Appointments are scheduled to be made by the Becker County Commissioners on Tuesday, April 18 for three year terms for Position 3 (Detroit); Position 7 (Long) and to fill in the remainder term (vacated by the passing of David Brainard) or Position 2 (Agriculture/At Large) for a (1) year period.

Association of District Administrators Meeting and Legislative Days, St. Paul, MN. Guetter attended the ADA meeting on March 29. The Administrators discussed the transition plan, association dues structure, summer tour, education needs, and legislative bills. The summer tour location is changed from Walker, MN to Bemidji, MN due to a conflict with the Moondance Jam. The dates remain the same for the tour. Manager Kral and Guetter attended the legislator reception and breakfast. However, the days and timing, made it difficult to meet with the legislators as they were in session until the early morning hours (1:30 am; 3:30 am) during these days.

Riley Purgatory WD. Staff from the Riley-Purgatory WD has inquired about coming up here and spending a day here to share ideas for monitoring and permitting programs. We are hoping to do this in May.

Ditch Inspector's Report April 2017

Ditch 11/12 - Nothing further to report.

Ditch 13 – Dan Abrahams, Pelican Lane called and stopped in the office to find out the status of dam removals on Pelican River. Roger Lundberg reviewed the area last fall, however did not take out the structures as water was partially moving through the dams and freeze-up was imminent. Guetter contacted Lundberg and he will review the area within the next few weeks.

Ditch 14 - Nothing further to report.

Public Meeting RMP Input March 27, 6:00 – 8:00 PM

Pelican River Watershed District, 211 Holmes Street West, Detroit Lakes, MN

Attendees:

Pelican River WD - Manager Janice Haggart, Administrator Tera Guetter, Brent Alcott, Brenda Moses

Agencies: Karl Koenig, Becker Soil and Water Conservation District - AIS Coordinator

Residents: Fox Lake

What are the assets of the District? General comments included "lots of lakes", "good schools", "good hunting and fishing opportunities"; "numerous summertime weekend festivals, activities, and educational events which connect people with the natural amenities"; "great neighbors", "reasonable taxes", "good roads/snow removal"; Drivers Impacting Natural Assets were identified as time allowed.

Natural/Recreational Amenities

- Abundance of Lakes –with several of the most "populated" in Becker County located in the District
- Pelican River
- Sucker Creek trout stream and Preserve Area
- Several Wildlife Management Areas
- City of DL Parks Long Lake , Detroit Lake, Veterans' Memorial
- DL Mountain
- Agricultural lands (fertile soils)
- Forests
- Wetlands for hunting
- Trails hiking, biking, motor
- Comments related Good fishing and hunting

Economic Assets

- Numerous Larger Industrial & Manufacturing Businesses
- Small business and retail
- Farming
- Schools (Elementary, Middle, High)
- M-State
- Government (Federal (Dept of Health, USFWS), State (BWSR, MPCA, MN DNR, Highway Patrol), County, PRWD, Becker SWCD, City of Detroit Lakes
- Churches
- Hotels/Resorts/Campgrounds
- Healthcare facilities hospital, clinics (Essentia and Sanford)
- Construction Homes, business, roads/bridges, landscaping, etc.

Other Community "draws/assets"

- Detroit Lakes Community and Cultural Center
- Airport
- Reasonable taxes
- Growing population

 young families and retirees
- Community events –
 Arts, City Park
 Events, Water
 Carnival, Polarfest,
 Art in the Park, 5K
 runs.
- Restaurants –
 especially with boat
 access

Organizations

- Churches and groups
- Boys & Girls Club
- Service Clubs (PEO, League of Women Voters, Builders Association, Habitat for Humanity; Friends of DL Wetlands, DL Sportsman Club; Wildlife Clubs (deer, turkey, pheasant, waterfowl); Fishing Clubs; Jaycees, Rotary, Kiwannis.
- Lake Associations

Education

- School events Water Watch;
 Water Festival; Ike Fisher Farm;
 Envirothon;
- County Fair;

Infrastructure

Roads, Bridges, Culverts Wastewater Treatment Storm sewers Electric Substations Drinking Water Train/Railroads – intersection of two major railroads

What Issues/drivers were Identified

Water Quality Untreated Urban Area Runoff to lakes, rivers, wetlands

- Wise development which also protects lake and stream water quality and quantity
- Improper Application or use of pesticides and fertilizers

Wetland Degradation (habitat, hydrology, development pressures)

- Inappropriate use or application of pesticides and fertilizers
- Lack of filtering buffer or upstream treatment practice
- No structure setback
- Change in land use may affects wildlife inhabitation

Water Quantity/Levels-Connectivity

- Climate Change impacts

 longer iceout periods;
 variable, higher intensity
 rainfall events; increase
 in 100-year rainfall event

 Atlas 14 5.14 to 6"".
- Infrastructure resilience Roads, Bridges, Culverts, boating, fish passage
- Emergency Management Corridors – Fire, Police, Electric substations, Hospitals – need to ensure "main arterial" roads, bridges, culverts are in place.
- Fisheries passage; spawning areas

Climate Impacts- rainfall intensity increases; precipitation fluctuations (rain/drought cycles); temperature fluctuations

- Nutrient pulsing from increased intensity rainfall events
- Increased storm sewer overflow discharges to receiving waterbodies
- Fisheries impacts from increased air temperature and nutrient inputs, in-lake oxygen fluctuations; species composition changes
- Wildlife habitat changes from temperature changes
- Need to establish targeted, prioritized areas in urban, rural, and cultivated land areas for prevention and remediation of sediment erosion and nutrient loading.

Water Quality and Quantity - Programs, Regulations Regulations

- Permitting targeted regulations and actions which have an impact on protecting and improving water quality and quantity.
- Programs cost-share incentives- urban, near-shore, cultivated lands; "win-wins"; "highlight innovative practices – recognize responsible individuals or operation" promote practices for longevity;
- Engagement and interaction with residents, businesses, clubs, churches, government, etc. to help identify sources and solutions, schools.

Cultivated Lands

- Improper Application or use of pesticides and fertilizers
- Altered hydrology resulting in soil and waterway erosion
- Lack of buffers or alternative practices to reduce nutrient and sediments to waters

<u>Drainage; Ditches 11, 12, 13, 14</u>

 Lack of buffers & alternative practices to buffers

Groundwater

- Contamination of drinking water aquifer
- Increased water withdrawal from industrial and agricultural irrigation
- City of DL wellhead protection area

Education/ Citizen Involvement

 Interaction with the groups and users identified on water issues

Aquatic Invasive Species (Ecosystem health, User impacts)

Didn't have time

Funding – Services, Projects, programs, incentives Priorities

No time

RULES OF ENFORCEMENT April 2017



Permits Issued

17-05 Chad Guttormson 742 Shorewood Dr. SIZ: Rip rap, re-plant trees, and Impervious surface coverage

17-06Holy Rosary Church1043 Lake Ave.Asphalt parking lot17-07Eileen Lund850 South Shore Dr.SIZ: Repair rip rap

Permit Applications submitted and under review:

McLaughlin's—12211 Hwy 59, Moore Engineering revising plan to include long term maintenance per PRWD request.

Becker County Hwy- Hwy 25, 4 miles, road reconstruction

<u>Tim Hestdalen</u>—14998 E. Munson Dr.—Retaining wall reconstruction and rip rap.

NMG Storage-Storage units on Hwy 59. Plan under review by Wenck. Impervious surface over 1 acre.

Jeff Forward - 23746 So. Melissa Dr., deck, need BC permit

Jim & Char Becker—20321 Victor Road, retaining wall replacement, waiting for plan from Becker SWCD

John Flatt—14222 East Fox Lake, shoreline restoration, will apply for PRWD Cost Share funds.

Allen & Robin Larson—26400 Johnson Lake Lane, boat access. They need MN DNR permit prior to PRWD approval.

Permit Applications expected:

Long Bridge—Impervious surface coverage, storm water plan being developed.

<u>Detroit Lakes Public Schools</u>—Reconstructing existing parking lot at Middle School and High School. The Middle School will not need storm water plan due to pond on the property, however, the high school site will require a complete storm water plan.

Violations Under Remediation:

City of Detroit Lakes—Long Lake park restoration (Terry Nelson). City of DL has not submitted signed application River View RV Park—EOR is working on updating stormwater plan to include additional impervious surface. Mackowick & PRWD staff reviewed site on 3/21. PRWD has sent letter requesting \$7500 bond for costs incurred for plan approval and \$25,000 bond or surety for construction to both the Association and BCH Properties. Pro Resources, Scott Busker—1265 W. Hwy 10, New construction, stormwater plan needed. PRWD has received a letter stating they will work with us. PRWD has responded outlining what needs to be done to bring them into compliance with our rules.

Golden Bay Shores— Retaining wall—change of plan review. Original permit, issued 6/13/2016, 16-28. The plan has been revised. The District has requested 1) a retaining wall analysis calculations from Duffy Engineering per Wenck review and 2) a permit application from Herzog since the work is being done on their property. No permit fee will be charged.