



PELICAN RIVER WATERSHED DISTRICT
MEETING ANNOUNCEMENT
Regular **MONTHLY MANAGERS' MEETING**

Thursday, March 16, 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

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.

AGENDA

- 6:15 PM 1. **Call To Order**
2. **Approval of Agenda and Consent Agenda (Administrator's Report; Secretary's Report – February 23, 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. **Approve March 2017 Bills**
- b. **Approve March Fund transfer**
- c. **Review January-February 2017 Revenue & Expenses – to be filed and subject to audit.**
- 7:00 PM 6. **New Business**
- a. **2017 Workplan**
- b. **Assess Shoreland Flowering Rush Control Efforts**
- 7:40 PM 7. **Public Forum (5 minutes)**
- 7:45 PM 8. **Attorney's Report**
9. **Engineer's Report**
10. **Pulled Consent Agenda Items**
11. **Announcements – MAWD Legislative Day at Capitol, March 29-30, 2017, St. Paul, MN**
- 7:50 PM 12. **Meeting Adjournment**

(action items in bold face)



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

MN DNR, who will pay "in Lieu of" taxes. Guetter requested reaffirmation by the Board to proceed with the property transfers. **Motion to reaffirm the District's intent to transfer ownership of Becker County parcels 087011004, 087011005, 087011006 to the MN DNR wetland management area (Imholte, Michaelson), carried unanimously.**

- d. Revised Management Plan:** Community meetings will be set up shortly. Managers provided several time periods for their availability. Administrator Guetter will keep Managers informed as to times and locations.

TREASURER'S REPORT.

- a. Approval of February 2017 Claims.** Treasurer Michaelson reviewed the monthly bills with the Managers. **Motion to pay February 2017 claims (Checks #14268-14278 and EFT 341-347) in the amount of \$37,039.47, (Michaelson, Imholte), carried unanimously.**
- b. February Fund Transfers.** **Motion to transfer \$57,000 from Bremer Bank savings account to the checking account (Michaelson, Imholte), carried unanimously.**
- c. Financial Report.** The January 2017 Revenues and Expenses Report was reviewed by the managers. **Motion to approve the January 2017 R & E Report (Michaelson, Haggart), carried unanimously.** The report will be filed for audit.

NEW BUSINESS

- a. Envirothon Donation Request from Becker SWCD.** The managers discussed the request, noting the Envirothon team competition event is a worthwhile program, however in recent years there have been no student teams participating from the Detroit Lakes Public School District. No action taken.
- b. MAWD Special Meeting Request:** The MN Association of Watershed Districts will need to hold a special meeting at the summer tour in June to review and approve the proposed bylaw and membership dues changes for implementation in late 2017 or early 2018. According to the MAWD bylaws, 15 districts must send the MAWD board a request to convene a special meeting. **Motion to approve a request to convene a special meeting of the MN Association of Watershed Districts at the summer tour in June, letter attached hereto, (Kral, Haggart), carried unanimously.**
- c. Water Festival Request for donation from the City of Detroit Lakes:** This event includes 400+ area fourth graders and is held annually at the Fairgrounds and organized by the City of Detroit Lakes. **Motion to contribute \$225 to the City of Detroit Lakes Water Festival, (Michaelson, Imholte) carried unanimously.**

Cost Share for U of MN Lake Detector Training. Guetter reported for the past couple of years, the University of MN Aquatic Invasive Species (AIS) Research Center has been working with the U of MN Extension Service to develop a citizen science program for early detection of AIS in our lakes and rivers and is ready to launch it this year. In early March, the University of Minnesota AIS Research Center will open up online registration for the aquatic invasive species detection training certification program. There is a \$175 class fee and time commitment involving completion of approximately 16 hours of training (a series of online modules completed prior to a single, full day workshop/certification exam). Once certified, Detectors must complete 25 hours of volunteer service and 8 hours of advanced or refresher training each year to maintain their certification. There are a number of workshops scheduled in various location around the state. Guetter worked with the U of MN to schedule a workshop in Detroit Lakes at M-State on May 4th. At this time, it is not known if the Becker County AIS program will reimburse citizens for the registration fees but we will find out. The Board discussed the need for citizen volunteers to help detect AIS as wells as help with defraying registration fees. There is a maximum of 25 participants per class location. **Motion to reimburse up to \$175 after passing the U of MN AIS detector certification training for citizens or lake associations residing or located within the District, (Imholte, Michaelson), carried unanimously.**

PUBLIC FORUM –NONE

ATTORNEY REPORT—In Attorney Skoyles absence, Guetter reported the attorney will be addressing Rule violations – Pro Systems and Nelson- Long Lake.

ENGINEER REPORT – Nothing further to report.

PULLED CONSENT AGENDA ITEMS- NONE

ANNOUNCEMENTS – NONE



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

February 23, 2017

Managers Present: Kral, Imholte, Haggart, Michaelson

Managers Absent: Okeson, Noyes

Staff: Administrator Guetter

Consultants: None

Advisory Committee: NONE **Others:** NONE

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

CONSENT AGENDA. The consent agenda, including the February Administrator Report; Secretary's Report – January 19, 2017 Regular Managers' Meeting Minutes; February Rules/Permitting Report; and February Ditch Inspector's Report (Kral, Imholte), carried unanimously.

Election of Officer:

David Brainard, a member of the District's Board of Managers since 2001, cheerfully served as the Board's secretary for many years prior to his recent passing. David contributed much to the District and strongly believed in keeping our local waters clean for future generations to enjoy. He shared many stories of how our community has changed over the years, especially the Long Lake area where the family farm was located. His smile, and "Top of the Morning (or Afternoon)" greetings, will be greatly missed. The Managers briefly reviewed the duties and responsibilities of the secretary, including maintaining accurate meeting minutes and serving as a check signatory. **Motion to elect Janice Haggart as the District's Board of Managers' secretary to fill the vacancy left by David Brainard's passing (Michaelson, Imholte), carried unanimously.**

Committee Appointments:

Personnel Committee: Haggart*, Okeson, Kral

Rules/Revised Management Plan: Noyes*, Michaelson

Citizen Advisory: Imholte*, Kral

*denotes Chair; additional committee appointments will be made in March.

PROGRESS REPORTS

Personnel Committee - Nothing further to report.

Rules/Revised Management Plan: –Public input meetings will be scheduled in March.

Citizen Advisory Committee - Nothing further to report.

OLD BUSINESS

- a. Lakes Area Regulations & Best Management Practices Seminar:** Guetter reported the Seminar was well attended with over 60 contractors, landscapers and realtors present. PRWD, City of Detroit Lakes, Becker County, and Becker SWCD staff presented in the morning session with emphasis on shoreland ordinances, storm water management, and wetland regulations. There were two afternoon tracks – one reviewing small and large site plan requirements and the second giving "tips and tricks" for designing and installing rain gardens and shoreline plantings. Attendees were very engaged, asking many questions throughout the sessions. A "follow up" meeting with the presenters is scheduled to review what went well and suggested improvements/changes for future seminars. The District, Becker County, and the City of Detroit Lakes contributed funds to cover the seminar expenses.
- b. Lake Life Expo:** The first-time expo event was held at the Scheel's Arena January 27 & 28th and coincided with the Fargo Boat Show. The expo attendees were very interested in "Lake Life" living and Alcott had many good discussions with District residents and non-residents. We invited Karl Koenig, the Becker County AIS program coordinator to share the booth space and coordinate staffing times with us.
- c. Rice Lake Project Progress:** Guetter reported she had recent meetings with MN DNR Wildlife manager and Houston Engineering to review flowage easement boundaries and District property transfer to the MN DNR. The District purchased affected property acreage from the Heitmans as they preferred to sell the land and not hold a flowage easement. The District purchased the property with the intent of transferring ownership to the

ADJOURNMENT. Motion to adjourn the meeting at 7:48 PM (Kral, Imholte), carried unanimously.

Janice Haggart

Meeting Approved: 3-16-17

Respectfully Submitted,
Janice Haggart, Secretary

No tape was made of this meeting.

Pelican River Watershed District
Claims Paid
February 2017

<u>Date</u>		<u>Num</u>	<u>Amount</u>
02/27/2017	*Alcott, Brent	EFT-341	84.76
02/27/2017	*Guetter, Tera	EFT-342	401.67
02/27/2017	*Moses, Brenda	EFT-343	4.98
			491.41
02/27/2017	Wells Fargo-Office Lease	EFT-344	1,299.58
02/27/2017	Wenck Associates, Inc	EFT-345	481.60
02/27/2017	Xerox Corporation	EFT-346	276.69
02/17/2017	Bramer Bank	EFT-347	30.00
			2,087.87
02/24/2017	Arvig	14268	51.90
02/24/2017	Bank of America	14269	434.34
02/24/2017	City of Detroit Lakes	14279	225.00
02/24/2017	Forum Communications	14270	424.00
02/24/2017	La Barista	14271	1,022.81
02/24/2017	MAWD	14272	2,824.00
02/24/2017	Minnesota Viewers Association	14273	150.00
02/24/2017	Office of Enterprise Technology	14274	97.20
02/24/2017	Olson, Claire	14275	50.00
02/24/2017	Precision Printing	14276	165.00
02/24/2017	Verizon	14277	40.16
			5,484.41
	<u>Rice Lake Invoice</u>		
02/24/2017	Houston Engineering Inc.	14278	28,975.78
			28,975.78
2/9/2017	Employee Payroll	EFT 331-333	4174.91
2/15/2017	Supplemental Benefit	EFT 334-336	2184.93
2/16/2017	Federal Withholding		2019.88
2/23/2017	Employee Payroll	EFT 338-340	4174.91
2/28/2017	Federal Withholding		1521.74
2/28/2017	MN HCSP		400.00
2/28/2017	MN Revenue		518.00
2/28/2017	NACO		1846.00
2/28/2017	PERA		1955.14
			18,795.51
	Total February Expenses		\$ 55,834.98

**Pelican River Watershed District
Administrator Monthly Report
March 10, 2017
www.prwd.org**

MAIN DISTRICT WATER QUALITY INITIATIVES

Targeted Watershed Nutrient Reduction Grant/Rice Lake Project. A technical meeting was held on February 27th to review project plan design progress (Upper and lower water control structures), Operations & Maintenance and Memorandum of Understanding, ditch plugs/spoil pile removal, and flowage easements. Staff from NRCS, Houston Engineering, Inc, PRWD, and MN DNR were present. Discussion focused on modeling assumptions by HEI and NRCS in relation to structure designs and flowage easement boundaries, use of stop logs, altering spoil piles to spread water across lower structure basin, and reviewing flowage easement boundaries and status. During the week of March 20th, soil borings in the lower structure location area will be taken.

Revised Management Plan – two public input meetings are scheduled for Monday, March 27th and Monday, April 3rd.

WATER MANAGEMENT RULES

Permits - see enclosed report.

City of DL Shoreland Ordinance Advisory Committee Meeting –The Committee met Monday, February 27 and finished discussing Section 6, including Height of Structure and Impervious Surface Coverage, using mitigation to allow more flexibility in the ordinance. The committee will begin discussions on Performance Standards, section 7, and Stormwater Management Standards, Section 8, at the next meeting on March 20.

Becker County/City of DL Airport – A wetlands (TEP) meeting was held at Becker SWCD on February 27th to review the wetland mitigation proposal for the runway extension project. The proposal is to mitigate wetlands onsite by using the current sewage treatment ponds (built prior to 1972 Clean Water Act regulating wetland fill activities), which will be abandoned when the new wastewater treatment facility is built (2019-20 timeframe). The proposal is to remove the sludge and bore holes through the liner for hydrology connection. In addition to the WWT ponds, the proposal includes converting the rapid infiltration basins to wetland. The Albert Lea airport recently implemented a small-scale on-site mitigation wetland replacement with their expansion. There was some discussion regarding preferences for buying wetland replacement credits versus mitigation on-site and ongoing monitoring requirements. 32 acres will need to be mitigated (going credit rate is approx. \$.55/sq.ft.) which will be paid by the FAAs Airport Improvement Program.

MONITORING

Stream Monitoring – Warm weather and unseasonable rainfall helped to break up some District streams, including Campbell Creek, which was flowing on February 20th, but with the recent cold weather snap has refrozen.

Summer Internships – Internship openings will continue to be advertised into April.

2016 Monitoring Report – Alcott is working on the report.

EDUCATION

Lakes Area Shoreland Regulations Seminar – There was a follow up meeting held with City of Detroit Lakes, Becker County and Becker Soil and Water presenters on Wednesday, March 1. All felt that the seminar was very well received and that with upcoming rule changes, another seminar should be held at the same time next year.

KDLM Radio – Staff is scheduled to be a guest on Friday, March 17.

Updating Education Materials – Moses is working with Claire Olson to design new panels for display boards to be used with elementary students regarding the water cycle, watershed characteristics, and storm water pollution.

Rotary Presentation – Alcott spoke to the morning Rotary group on Tuesday, March 7 regarding watershed responsibilities and current projects.

U of MN, Extension, AIS Detector Training. The U of MN, Extension and U of MN AIS Research Center is launching an Aquatic Invasive Species (AIS) Detector Monitoring program this year. The Detector program is intended to form a statewide network citizen volunteers to assist with identifying and reporting new AIS infestations to the MN DNR AIS Specialist. The 16-hour program is a combination of online basic training modules, a one-day classroom session, and a certification exam. Over the past year, a number of Becker County lake associations have expressed interest in participating in such a program. Unfortunately, the original/tentative U of MN training schedule did not include a classroom session in Detroit Lakes, with the nearest sessions in Bemidji or Alexandria. Guetter and Moses worked quickly with the U of MN Extension to schedule and secure a location for a training session to be held in Detroit Lakes, at M-State campus, on Thursday, May 4th. At the February PRWD manager's meeting, to encourage participation, the Managers approved reimbursing volunteers who successfully completed the certification training (\$175) who reside or have a property within the District. A press release was in last week's paper and the District notified lake associations of the reimbursement incentive.

AQUATIC INVASIVE SPECIES MANAGEMENT

2017 AIS Treatments for Detroit, Curfman, Sallie, Melissa – Alcott completed and submitted proposed permit applications for the treatment of Flowering Rush and Curly-leaf Pondweed on Detroit, Curfman, Sallie, and Melissa. Final treatment area maps will be finalized after in-lake field delineation and review by the District and MN DNR staff in May-June timeframe. MN DNR launched an online permit application program in March, and we will need to coordinate closely with MN DNR area staff with public notice requirements and the short timeframe between finalizing maps and the scheduled treatments. The District and MN DNR staff will meet on March 24th to discuss the Lake Sallie three-year research results of the 5-acre pilot submersed treatment area of mixed stands of flowering rush/bulrush. The draft study results are showing marked decreases in flowering rush bud densities and increases in bulrush stem densities. There is over 60 acres of mixed stands along the shoreline of MN DNR, Dunton Park, Pelican River inlet, and We Fest area which serve as a source for re-infestation in other areas of Sallie and downstream Melissa. The District's AIS management goal is to reduce flowering rush bud densities to low or no prevalence.

2017 AIS Treatment Grants – The District has been notified that it has received four (4) MN DNR Treatments grants for: (1) Flowering Rush on Detroit and Curtman; (2) Flowering Rush on Sallie and Melissa; (3) Curly-leaf pondweed on Detroit and Curfman; and (4) Curly-leafed pondweed on Sallie and Melissa. Total grant awards are \$16,397.00.

Adaptive Management of Flowering rush using contact herbicide Diquat in Detroit Lakes, MN 2016 - Interim Report. A draft copy is under review by staff. The report concludes treatment areas receiving two submersed diquat applications significantly decreased FR rhizome bud density and its effective on high density FR sites (>20% prevalence). Those sites with one submersed application did not see an increase in bud density and may be effective in sites with low flowering rush densities (< 20% prevalence). The adaptive management goal is to convert all flowering rush sites to low or no prevalence and use a minimum amount of resources for species control.

MN DNR AIS Advisory Committee – Nothing further to report as the meeting was held at the MN State Capitol and conflicted with the PRWD monthly board meeting.

U of MN AIS Research Center Advisory Committee – The committee has not met since January.

GENERAL ADMINISTRATION

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

Manager Positions – Guetter has notified County Administrator, Jack Ingstad, that along with David Brainard's remaining term, the terms of Imholte and Noyes will expire in May. Imholte has expressed interest in continuing her tenure on the board, however, Noyes has stated that he will not be reapplying for his position as he will be spending more time out of state.

Staff – Brenda Moses was recently promoted to Senior Office Coordinator based upon additional responsibilities and performance.

Ditch Inspector's Report March 2017

Ditch 11/12 – Nothing further to report.

Ditch 13 – Nothing further to report

Ditch 14 – Nothing further to report.

