

PELICAN RIVER WATERSHED DISTRICT

MEETING ANNOUNCEMENT

Regular Monthly Managers' Meeting

Thursday June 16, 2022 at 5:00 PM

Wells Fargo Building, Second Floor Meeting Room, 211 Holmes St. West,

Detroit Lakes, MN

(218) 846-0436

AGENDA

5:00 PM	1. Call to Order 2. Approval of Consent Agenda A. Secretary Report—May 19, 2022 Regular Meeting Minutes B. Administrator's Report C. Ditch Inspector's Report D. Rules/Permitting Report
5:10 PM	4. Committees Reports A. Personnel B. Citizen/Technical Advisory C. Otter Tail 1W1P Updates-Policy and Technical Committees D. MAWD Strategic/Finance Committees
5:25 PM	5. New Business A. 2021 Financial Audit B. Bremer Bank Services C. HEI—Little Floyd Lake D. Mahube—Road Vacation
6:30 PM	6. Unfinished Business A. Roadside pick up status update
6:40 PM	7. Treasurer's Report A. Approve June 2022 Bills B. Approve June Fund transfer C. Review January –May 2022 Revenue & Expenses Report
6:55 PM	8. Public Forum (5 minutes)
7:00 PM	9. Attorney's Report 10. Engineer's Report 11. Pulled Consent Agenda Items
7:15 PM	12. Announcements
7:20 PM	13. Meeting Adjournment (action items in bold face)

**PELICAN RIVER WATERSHED DISTRICT
REGULAR MEETING BOARD MINUTES
MAY 19, 2022**

Managers Present: Dennis Kral, Orrin Okeson, Charlie Jasken, Ginny Imholte (5:07 PM), Chris Jasken, Phil Hansen, Rick Michaelson

Managers Absent: None

Staff: Administrator Guetter, Kemper, Moses

Consultants: Attorney Skoyles

Advisory Committee: None **Others:** Madalyn Sukke (DL City Council) and Wayne Brininger (US Fish & Wildlife)

CALL TO ORDER. The Regular Managers' meeting was called to order by President Kral at 5:01 PM.

APPROVE CONSENT AGENDA. Motion to approve the Consent Agenda (*addition of the Lake Sallie Bluff*), including the Secretary's Report –April 21, 2022 Regular Meeting Minutes, May 2022 Administrator's Report; May 2022 Rules/Permitting Report, and the May 2022 Ditch Inspector's Report (Michaelson, Hansen); carried unanimously.

COMMITTEE REPORTS.

Personnel Committee: Nothing to report.

Citizen Advisory Committee: Nothing to report.

Otter Tail 1W1P: Wayne Brininger, US Fish & Wildlife, expressed appreciation to PRWD staff with the collaboration on the review and comments to the Landscape Stewardship Plan (LSP) committee (MN DNR is leading this effort). Brininger stated the draft stewardship plan is not targeting areas in the upper Otter Tail that are listed for nutrient impairments. Both Kral & Guetter reported the Policy Committee discussed the 1W1P structure and the committee made the decision the LGU's would operate under a "Memorandum of Understanding" and were opposed to a "Joint Powers Board" structure. PRWD managers remain concerned that the District's Revised Management Plan will not be included in the 1W1P as they were assured previously by BWSR staff.

MAWD Strategic/Finance Committees: Kral stated the House and Senate bills to increase the watershed district levy did not make it out of committees. Kral also reported there is general committee consensus the BWSR Academy is not working for watershed districts and said there is talk of a MAWD Academy to assist watershed district staff with educational opportunities. The committee also recommended to the MAWD board a more informative monthly newsletter was needed.

NEW BUSINESS.

- a. **2021 Annual Report:** Guetter reviewed the report with the managers. Managers complemented staff on the report as it captured the watershed district's work throughout the year. **Motion to approve the 2021 Annual Report as presented (Kral, Okeson) carried unanimously.** The report will be filed with the MN DNR, BWSR, and Becker County, as well as uploaded to the District's website.
- b. **Cost Share Application - Holy Rosary School/Church:** The District received a Cost Share Grant application for a pollinator garden at 1016 Washington Ave., Detroit Lakes. **Motion to approve up to \$500 for plants for a pollinator garden for Holy Rosary School/Church (Hansen, Michaelson) carried unanimously.**
- c. **Lake Sallie Bluff:** The owner has approached the MN DNR and the District to see if there are any available programs to purchase the property. There are no programs or funding to purchase the lot. No further action.

UNFINISHED BUSINESS.

None

**PELICAN RIVER WATERSHED DISTRICT
REGULAR MEETING BOARD MINUTES
MAY 19, 2022**

TREASURER'S REPORT.

- a. **Approval of May 2022 Bills.** Treasurer Michaelson presented the May 2022 claims to the Managers. **Motion to approve the May 2022 claims, (Checks 14959-14971 and EFT 1891-1896) in the amount of \$5,776.98 (Michaelson, Charlie Jasken); carried unanimously (attached hereto).**
- b. **May2022 Fund Transfer.** Treasurer Michaelson recommended transferring \$32,000 to cover the regular monthly expenses. **Motion to transfer \$32,000 from the Bremer Bank savings account to the checking account (Michaelson, Imholte); carried unanimously.**
- c. **Financial Report.** The January-April 2022 Revenues and Expenses Report was reviewed by the managers. **Motion to approve the January-April 2022 R & E Report (Michaelson, Chris Jasken); carried unanimously.**

PUBLIC FORUM. None present.

ATTORNEY REPORT. Skoyles continues to work with PRWD and City of Detroit Lakes staff on the Oehlke property violation.

ENGINEER REPORT. Engineer Mackowick was absent. Staff and Manager Michaelson reported on the work being done at Hotel Shoreham. Recent work was under review by Becker County to verify compliance with County approvals. No stormwater management permit was obtained from the District, however staff is working with the owners to bring the site into compliance with PRWD Rules.

ANNOUNCEMENTS. The MAISRC event will be on June 9, 2022 from 9:00-3:00 at M State. Managers were encouraged to attend.

ADJOURNMENT. Motion to adjourn the regular meeting at 7:30 PM (Kral, Okeson); carried unanimously.

Respectfully Submitted,

Chris Jasken, Secretary

Meeting Approved: _____

Pelican River Watershed District

Claims Paid - May 2022

	<u>Date</u>	<u>Num</u>	<u>Amount</u>
<u>Employee Expenses (ACH)</u>			
*Guetter, Tera	05/23/2022	EFT1891	75.00
*Kemper, Gina	05/23/2022	EFT1892	309.52
*Moses, Brenda	05/23/2022	EFT1893	704.80
			\$ 1,089.32
<u>Vendor Auto Pay</u>			
Bremer Bank	05/16/2022	ACH	15.00
Loffler Companies, Inc.	05/20/2022	ACH	176.91
			\$ 191.91
<u>Vendor Expenses (ACH)</u>			
Lakes Computer, Inc.	05/23/2022	EFT1894	200.00
Stantec	5/23/2022	EFT1895	426.25
Wells Fargo-Office Lease	05/23/2022	EFT1896	1,299.58
			\$ 1,925.83
<u>Vendor Expenses (Checks)</u>			
Arvig	05/20/2022	14959	61.95
Bank of America	05/20/2022	14960	510.45
County 6 Amoco & Bait	05/20/2022	14961	43.71
Forum Communications	05/20/2022	14962	121.67
Holy Rosary Catholic School	05/20/2022	14963	287.53
Loffler	05/20/2022	14964	139.39
Office of MNIT Services	05/20/2022	14965	79.59
Prairie Embroidery	05/20/2022	14966	367.00
Precision Printing	05/20/2022	14967	118.50
Premium Waters, Inc.	05/20/2022	14968	8.35
US Post Master	05/20/2022	14969	212.29
US Post Master	05/20/2022	14970	169.49
^Wolf, Kellie	05/20/2022	14971	450.00
			\$ 2,569.92
<u>Payroll Expenses (ACH)</u>			
Supplemental Benefits	5/10/2022	EFT 1885-1887	2,572.50
Employee Payroll	5/12/2022	EFT 1888-1890	3,765.05
Federal Withholding Tax	5/13/2022	ACH	1,808.90
Employee Payroll	5/26/2022	EFT1897-1901	4,920.72
Federal Withholding Tax	5/31/2022		1,489.56
MN State Retirement Systems	5/31/2022		5,526.00
MN Revenue	5/31/2022		525.00
PERA	5/31/2022		2,240.00

Total May Expenses: \$ 28,624.71

DISTRICT ADMINISTRATOR'S MONTHLY REPORT

JUNE 10

CAPITAL IMPROVEMENT PROJECTS AND PROGRAMS

Rice Lake Capital Improvement Project (CIP). Phase 1 – Upper Structure. On June 10, Guetter, Rud (HEI), Gronwald (HEI) and the Williams Excavation and Seeding (Contractor) reviewed areas on the access road requiring erosion repair - namely near the entrance, rock rapids slopes, and on the fencing border of a property in the industrial park. Additional stabilization measures are needed (rock and erosion control blanket) on certain sloped areas which will result in a change order. Repair work will begin mid-week of June 13th. “Busy as a beaver”....the historic outlet has a fresh beaver dam and Guetter also noted a dam within Ditch13 just downstream of the Rice lake Structure south of the east flowage. Guetter will notify Josh Campbell and will commence trapping. Guetter will submit the BWSR grant report by June 30th

Phase 2 – Lower Structure - Guetter, HEI, MN DNR, BWSR will be meeting to review next steps for construction completion in mid-June.

Campbell Creek Project (CIP). Guetter, Schroeder (MPCA), Cindi Osborn (MPCA) continue to work on the work plan. Completion of the work plan was delayed due to staff Covid-19 but will be completed shortly.

FEMA Flood Hazard Grant. The “kickoff” meeting is scheduled for June 15th with Stantec. We will be coordinating our efforts with the MN DNR FEMA study.

EDUCATION AND OUTREACH (Website, Social Media, and Workshops)

Hodge Podge. Kemper and Interns Henderson and Jaszczak were the guest on Hodge Podge on May 20. They talked about the onboarding of the new interns, South Shore Park Grand Opening, MAISRC Event, lake levels and permitting.

DL Tribune – Moses was interviewed for an article published in the May 18 newspaper promoting the MAISRC event to be held June 9 at M-State.

Social Media Posts (Facebook) –May 2022

- 5-2-22 – Public Notice: AIS treatments planned
- 5-9-22 – DL Newspaper-Ice Out
- 5-9-22 – Promote Natural Shorelines
- 5-13-22 –Roosevelt 5th grade Education Grant
- 5-19-22 – PRWD Interns at Sucker Creek 9th Grade event
- 5-20-22 – Be careful on the water
- 5-23-22 – South Shore Park tree planting event
- 5-25-22 - Sturgeon spawning in Red River Basin
- 5-26-22 – Memorial Day – Office closed 5-30-22
- 5-27-22 - Plant a tree
- 5-27-22 – Staff/Interns looking for CLP

MN Aquatic Invasive Species Research Center (MAISRC) Regional Conference. The regional event was held at M-STATE on Thursday, June 9, with over 100 people in attendance. Feedback from attendees was very favorable and MAISRC staff indicated interest in returning in three years. Event coordinators (PRWD, Becker COLA, Otter Tail COLA, Hubbard COLA, Becker SWCD, Otter Tail AIS) worked over the past several months to bring the event to our area.

Sucker Creek Education (9th Grade): Kemper and the summer interns, Jaszczak & Henderson, assisted with this event on May 18 to demonstrate how to collect water samples, take flow measurements, and assess biological conditions. The event was cancelled on May 19th due to poor weather conditions.

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WD Manager Training- Orientation/Refresher Course (BWSR): This training was held on May 19 from 1:00-4:00 PM at the US Fish & Wildlife Service office in Detroit Lakes. It was attended by Charlie Jasken, Phil Hansen, Orrin Okeson, Ginny Imholte, Chris Jasken, Dennis Kral, Gina Kemper, and Tera Guetter.

Lake Handouts-Moses has completed Lake Handouts for Floyd/Campbell, Detroit/Rice, Sallie/Melissa, and Long WMA. They will be distributed at Lake Association meetings and added to the Education section of the website.

Water Quality Staff/Intern Training - Kemper and Interns attended a training session on May 25, 2022, for YSI Sonde and FlowTracker2 in Brainerd put on by Tech Sales. The training was hands on and very helpful.

ECOLOGICAL INTEGRITY

River/Stream Connectivity

Little Floyd Lake Structure Modification – Guetter, Kludt (MN DNR), and Bentley (landowner) have been in preliminary discussions. Guetter and Bentley will review Rice Lake and Prairie Lake projects to serve as a project visual model. In addition, Kludt recommended working with Mr. Dillon to improve the existing cattle crossing for fish passage which could be included in the project proposal. Guetter will contact NRCS and Mr. Dillon and explore options.

Bucks' Mill Dam – Nick Kludt, MN DNR is currently working the Becker County and the landowners to finalize the land purchase. Nothing further to report on PRWD end.

Aquatic Plant Management Programs.

Project 1B (Sallie/Melissa) & Project 1C (Detroit/Curfman)

Curly-leafed pondweed (CLP) AIS Control. Guetter, Kemper and interns reviewed Big Detroit/North Shore, Long Bridge, Curfman, Muskrat, and Sallie (east and west areas) for CLP growth. This is an unusual year for CLP growth as no plants were found in Big Detroit, Muskrat, and on the east end of Sallie. Guetter contacted Mark Rainweiler, MN DNR and PLM (herbicide applicator) who stated they had similar reports around the State. Speculation is CLP growth was inhibited or potentially delayed due to the snow cover and length of winter. CLP was treated at Long Bridge, Curfman, and the West end of Sallie on June 3rd. Normally, CLP is treated early to mid-May. Public Notices for treatments have been placed in the DL newspaper, District website, and sent to the respective lake associations. **Flowering Rush Control** – staff will delineate Flowering rush within the next couple of weeks depending upon plant growth which is also lagging behind usual plant cycle growth patterns.

Roadside Aquatic Plant Pick-up. Checking in with Miller Landscaping, the piles in the past couple of weeks are light most likely due to high water level conditions. As water levels drop, it is anticipated the aquatic plant piles will increase.

WATER MANAGEMENT RULES – The office has been very busy with calls regarding shoreline damage due to high water. See monthly report.

INCENTIVE PROGRAMS – Nothing further to report.

DISTRICT OPERATIONS/ADMINISTRATION

2021 Annual Report – The report has been submitted to BWSR and the MN DNR.

Grant Oversight.

- **Campbell Creek Watershed Restoration (MPCA Section 319 Small Watersheds Focus Group C Grant Funding).** The work plan is in progress, see CIP section
- **FEMA Grant** – FEMA localized flooding study. See CIP section
- **BWSR Clean Water Rice Lake Project.** See CIP section.

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Otter Tail 1W1P Partnership – Work Plans, Meeting Agendas and Minutes can be found on the website.

WEBSITE: <https://www.eotswcd.org/ot1w1p/>

- a. **Policy Committee** (Kral, Imholte-Alt). The next meeting is scheduled for June 23rd at 9:00 am at the Otter Tail Sheriff's Operation Center in Otter Tail.
- b. **Steering Committee** (Guetter). The steering committee met on June 8th to plan upcoming Policy Committee meeting.
- c. **Technical Advisory Committee** (Guetter) –Guetter attended the June 6th nd TAC meeting (see meeting minutes). Guetter and Moses submitted the local programming/operations annual budget information to the Steering Committee.
- d. **Citizen Advisory Committee**. Nothing further to report.
- a. **Forest Land Stewardship Plan** (Kemper) - Kemper and Wayne Brininger (Tamarac Wildlife Biologist) provided comments on the draft plan.

MAWD – A finance committee (Kral, Guetter) meeting was held on June 1, 2022, to review changes to the annual dues structure. A **North Country MAWD** meeting will be held in Barnsville on July 20th at 9:30 AM.

City of DL - South Shore Park Update: Kemper assisted with tree planting on Saturday, May 21. Feedback has been very favorable on the variety of trees selected. An official ribbon cutting ceremony is planned for June 15 at 4:00 PM.

BWSR – Guetter, Waller, and Justin Hanson (new Assistant Executive Director) are meeting on June 15th.

MAHUBE – The City of DL is proposing to vacate the road between the PRWD/HWY 34/Pelican River property and MAHUBE property. When the road is vacated, the road property will be split and will revert to each landowner.

FISCAL MANAGEMENT

2021 Audit – The auditors began the PRWD audit on Thursday, May 26 and we expect the audit to be completed for next week's managers' meeting.

Fiscal Management– A Bremer Bank representative will present potential investment options for government funds at the June board meeting.

DRAINAGE SYSTEM REPORT

Ditch 11 - Nothing to report

Ditch 12 - Nothing to report.

DITCH 13 (Little Floyd Lake to Big Detroit) – Beaver Dam noted on June 10th. Will contact Josh Campbell to commence trapping. Report of a dock near the 8th street/trailer park court area. Staff will investigate.

DITCH 14 and BRANCH 1 (HWY 10 to St. Clair Lake to Pelican River) - Nothing to report.

Minnesota Association of Drainage Inspectors (MADI) – Guetter attended the IT meeting on May 24th. The group discussed

DISTRICT ADMINISTRATOR'S MONTHLY REPORT

JUNE 10

DATA COLLECTION AND MONITORING PROGRAM

June 2022

2021 Annual Monitoring Report – Will be completed in the next couple of weeks (90% completed).

5/2/22 – Permit site visits

5/5/22 – Purchased Kayaks, Paddles and life jackets

5/11/22 – Kemper collected water samples (TP, OP & TSS) at sites CC1, CC2, PR1, PR2a, PR3 & PR4a.

5/11/22 – Permit Site visits

5/16/22 – Interns started (Beatrice Jaszczak & Blaine Henderson)

5/18/22 – Kemper and Interns helped students with water quality testing at Sucker Creek.

5/24/22 – Permit Site Visits

5/25/22 – Kemper and Interns attended Flowtraker2 and Sonde training in Baxter, MN

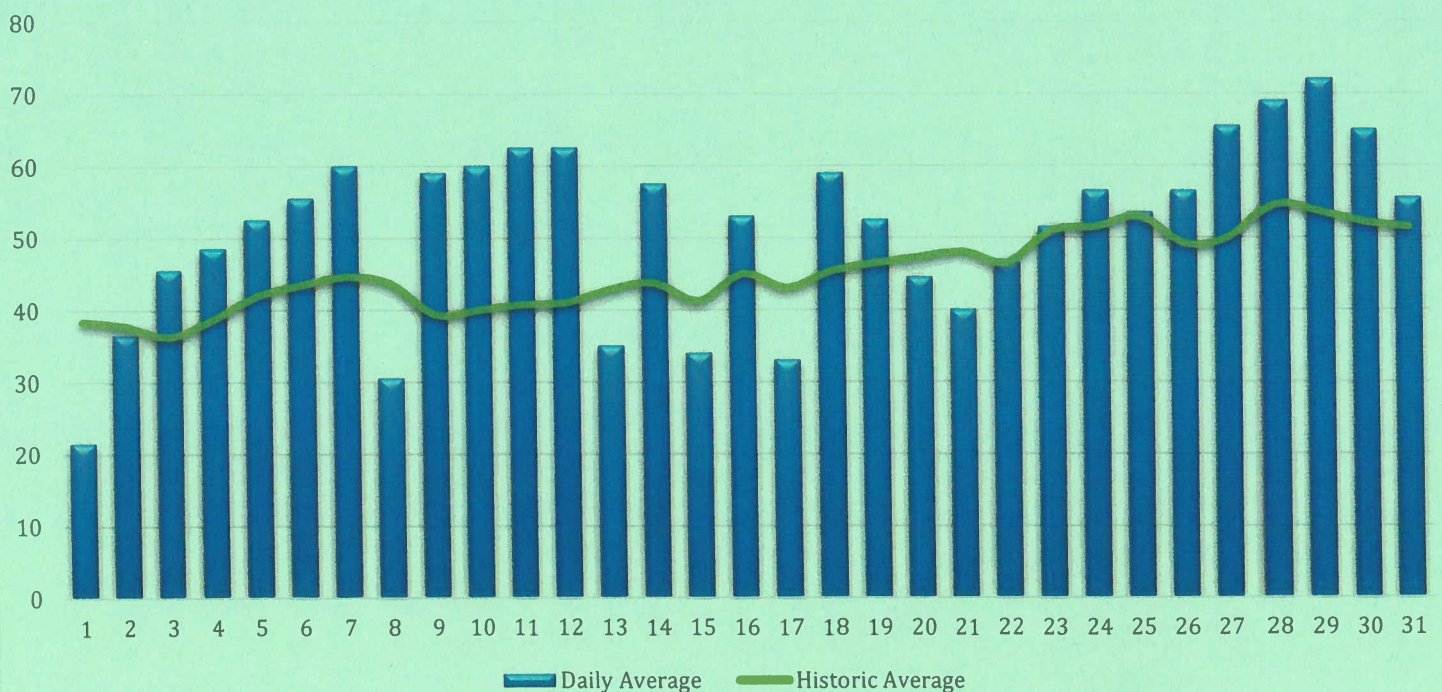
5/26/22 – CLP Delineations Detroit, Curfman, Sallie

5/26/22 – CLP Delineations Muskrat

May 2022 Temperatures

Full of dramatic and damaging severe weather episodes, the month of May has thankfully passed us by. Most climate observers reported a mean monthly temperature that was 1°F either side of normal, while some climate stations reported a value that was 1 to 2 degrees F above normal. This is a break from the trend of below normal temperatures that dominated the first four months of the year. The average high for Detroit Lakes during the month of May was 72°F on the 29th. The average low was 22°F on the 1st.

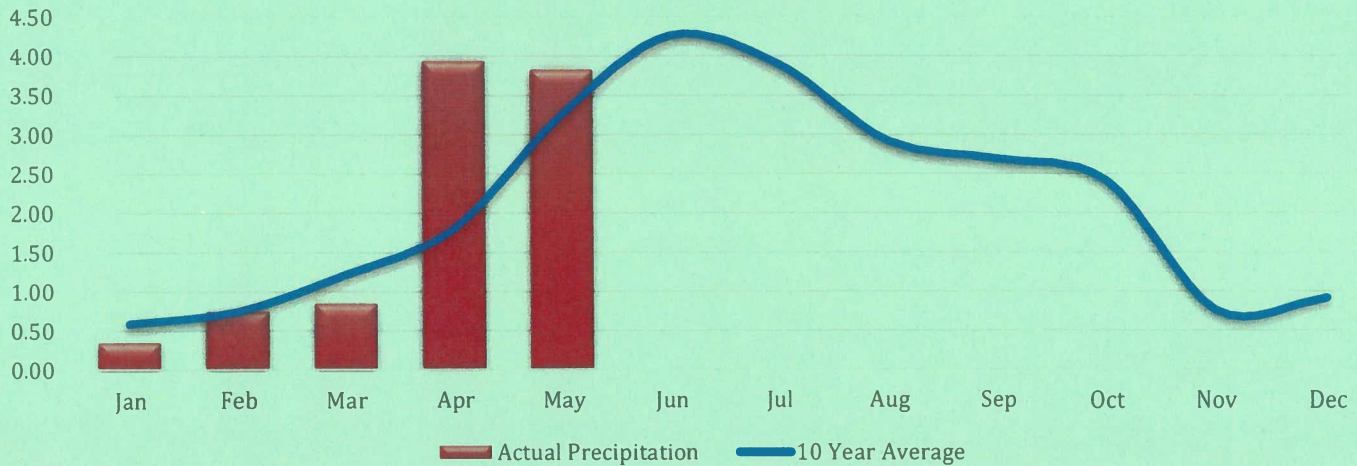
May Temperature



DISTRICT ADMINISTRATOR'S MONTHLY REPORT

JUNE 10

2022 Precipitation



May Precipitation

Rainfall in May was above normal for most locations in the state. The wettest areas were generally in central and eastern sections of the state. Pelican Rapids (Otter Tail County) reported over 9 inches of rainfall. May 9th – 13th was a major storm week in Detroit Lakes with nearly 3 inches of rain that came down over a short period of time. Ongoing floods prevailed in a number of watersheds, and there were several episodes of flash flooding as well. Some form of severe weather occurred in almost all parts of the state. Detroit Lakes area is experiencing major flooding with many lake homeowners losing or having damage within their shoreline.

Many Minnesota citizens will spend the month of June and beyond trying to recover and perhaps rebuild. Many climate stations reported at least 30 mph wind gusts on over half of the days during the month, with multiple gusts over 50 mph, following the same trend set by the first four months of the year.

Wet soils in many areas of the state are preventing farmers from catching up on an already late planting season. For major crops (corn and soybeans) this may be the latest planting season since 1979. It looks like farmers will have to continue to work between showers over the next week or two but should have a few more field working days than in recent weeks.



RULES OF ENFORCEMENT

June 2022

SS: Small Site LS: Large Site Gov: Government Project

Permits Issued

<u>No.</u>	<u>Name</u>	<u>Address/Area</u>	<u>Approved Project</u>
22-04	Little Floyd Lake Estates	27185 N. Little Floyd Lake Rd.	SIZ: Shoreline erosion repair, rip rap and shrubs, installation of 4' Walkway for lake access.
22-08	Mauch, Sid	12576 County Hwy 17	SIZ: Remove railroad ties and replace with riprap.
22-09	Accessories Unlimited	1457 Eagle St.	Commercial: >25% lot impervious surface lot coverage. Installation of loading dock and parking lot.
22-10	Jochim, Gary	1105 North Shore Drive	SIZ: Shoreline stabilization, 50 ft rip rap.
22-11	Kyllo, Chad	1324 East Shore Dr.	SIZ: 75' shoreline (tree and shrub replacement), repair of Existing rip rap, stormwater management.
22-12	Watson, Craig	907 North Shore Drive	SIZ: Repair high water shoreline erosion with vegetation mixed With rock rip rap; install 10x10 perched sand blanket.
22-13	Holland, John	905 North Shore Drive	SIZ: High water shoreline erosion repair.
22-14	Grosgebauer, Gary & Melanie	1111 North Shore Drive	SIZ: High water shoreline erosion repair.
22-15	Pierce, Todd	1103 North Shore Drive	SIZ: High water shoreline erosion repair.
22-16	Gram, Randy & Sandy	13381 W Lake Sallie Drive	SIZ: Hill to be planted from top step to rip rap.

Permit Applications Expected

Minnesota Energy Resources, 1048 Cormorant Ave.-Commercial >25 impervious lot coverage. Covered under Industrial Park SW plan. Permit fee needed to issue permit.

Mazour, Craig & Brenda, 26541 Paradise Pt. Rd.-Received application and permit fee. Site plan is needed—called 6/6/22.

Tanner & Stephanie Goodrich, 611 North Shore Dr.— Increasing impervious surface coverage on lot with garage addition to 28.95%. Application and site plan have been received and staff followed up 6/2 to notify both contractor and homeowner that permit could not be issued until permit fee was received. Contacted 6/6/22.

Brad Wimmer, 1149, 1193 & 1241 West Lake Dr.-Sand blanket removal, adding plants, redoing steps to lake. Contractor working on application and site plan. Left message 6/8/22 for status.

John Flynn, 739 North Shore Dr. -Staff met with Flynn to review City approval conditions. A stormwater plan will be required for the building addition area only. No update.

Boys & Girls Club—Staff met with Pat Peterman and HDQ on 4/11/22 to review playground expansion area and stormwater requirements. Staff reached out again 6/7 requesting application and site plan.

Violation *****

SS Oehlke, Tim & Angela, 1836 East Shore Drive, trees removed in SIZ without a permit. A stop work order has been issued and a letter of credit has been received from the owner. UPDATE: 6/7 City and PRWD staff met with Contractor. Letter of Credit expires 7/1/22. A new L of C will need to be issued until 7/1/2023 at a higher dollar value. Contractor is working on stormwater management.

SS McCollum, Joe & Amy, 21749 Floyd Lake Dr., SIZ alterations-work did not comply with permit 20-27. PRWD staff met with owner and contractor on 6/7. Work needed to bring site into compliance was discussed; berm up on backside of rip rap, remove more rock, add fescue grasses.

Village of Riverview-Easement Violation— Surety document and fee has been received from their board. They will work with Becker SWCD to complete plantings in Spring 2022.

District Comments to City of Detroit Lakes Planning & Zoning—June 13, 2022 Meeting—no comments

District Comments to Becker County Planning & Zoning—June 9, 2022 Meeting

Stephan Evans & Anna Milner-19878 Cty Rd. 131– Requesting variance to build 30' from OHW, 27% lot coverage. If the plan is approved, a stormwater management plan would be required.

Victoria Williams—23027 Roosevelt Beach Lane— Requesting 12 riparian lots and 1 non-riparian lot. Must deny. Cannot create non-conforming lots under the state statute. They could do 9 conforming lots or a PUD. Information has been sent to the County office.

Becker County Planning & Zoning Update:

Michael & Dana Hjeldness—27300 125th St., Detroit Lakes– Build storage units by Abbey Lake. Seeking CUP. Planning and Zoning approved application—County board of Comm approved with a maximum of 20 units. A stormwater management plan will be needed.

Pending Permit Updates:

Residential Subdivision—14795 US Hwy 59/Pelican River, Detroit Lakes—Owners Jesse and Karen McCollum and Dave Stall. The District has had two meetings with the Developers regarding a potential subdivision along the Pelican River, across from River Hills RV Park. 6/10/2022: This property has not been annexed in by the City of Detroit Lakes.

Progress Report

Long Lake Road— Vegetation establishment looked good in 2021. Staff will continue to monitor in 2022.

18-41– Highland Estates—City approved changes to the PUD. District permit has expired and developer will need to reapply.

Midtown Dev. —1281 Washington Ave. No work being done at this time. SW is in compliance.