Regular Meeting Agenda

PELICAN RIVER watershed district

Date:	Wednesday, November 20, 2024
Time:	08:30 AM
Location:	Wells Fargo Building, Second Floor Meeting Room 211 Holmes St. West, Detroit Lakes MN

Action Items in bold face

08:30 AM – Verification of Quorum & Call Meeting to Order

1. **Consider Agenda Additions & Approve Agenda**
2. **Approve Consent Agenda**
   - 2.1. October 22, 2024 – Special Meeting – Water Management Rules Information – Engineering & Architecture Firms
   - 2.2. October 22, 2024 – Special Meeting – Water Management Rules Information – Government Agencies
   - 2.3. October 23, 2024 Regular Board Meeting Minutes
   - 2.4. Administrator's Report (including the Ditch Inspector's Report)
3. Public Comment – May address the Board for up to 3 minutes per speaker.
4. **Rules/Permitting Report**
5. **Treasurer Report**
   - 5.1. Approve November 2024 Bills
   - 5.2. Approve November 2024 Fund Transfer
   - 5.3. January-October 2024 Revenue & Expense Report; Grants Received/Expended
6. **Grant Program Funding Requests**
   - 6.1. Best Management Practices (BMP) Applications
   - 6.2. Education Mini-Grants
7. **Unfinished Business – none.**
8. **New Business**
   - **8.1. Pete Waller, BWSR – Rice Lake Wetland Restoration Phase 1 C21-4482 - 1 year extension request & Phase 2 Grant Project Status Timeline**
   - **8.2. Resolution for LMCIT Liability Coverage Limits**
   - **8.3. Minnesota Watersheds – Delegate Selection**
   - **8.4. Stantec – Campbell Creek Stream Stabilization and Flood Storage Project – Contract Amendment #1 (Engineer's Report and Landowner Engagement and Communications)**
   - **8.5. Moore Engineering Task Order TO6 – Buck's Mill Dam Modification Outreach Plan.**
   - **8.6. Draft Water Management Rules Meeting Update & Next Steps – Moore Engineering**
9. **Reports**
   - 9.1. Attorney – Lukas Croaker
   - 9.2. Engineer – Moore Engineering
10. **Upcoming meetings and events**
    - 10.1. December 4-6, 2024 – Minnesota Watersheds Annual Conference
    - 10.2. December 18, 2024 at 08:30 AM - Regular Board Meeting
    - 10.3. Holiday Gathering Date

12:30 PM Adjournment

A Zoom link request may be made by contacting the office by 3:30 PM on 11/19/2024 at 218-846-0436 or by emailing prwdinfo@arvig.net

Manager Kral attending electronically at 26463 Paradise Point Rd, Detroit Lakes, MN

Special Meeting Minutes

Water Management Rules Informational Meeting – Engineers & Contractors

PELICAN RIVER watershed district

Date:	Wednesday, October 22, 2024
Location:	Wells Fargo Building, Second Floor Meeting Room 211 Holmes St. West, Detroit Lakes MN
Managers Present:	Rick Michaelson, Charles Jasken, Laurie Olson, Phil Hansen, Dennis Kral (via IT), Chris Jasken
Managers Absent:	Orrin Okeson
Staff:	Administrator Guetter, Water Resource Coordinator Kemper, Office Coordinator Bach, Intern Freeman
Consultants	Lukas Croaker (Ohnstad Twichell), Garrett Monson (Moore Engineering), Chad Engles (Moore Engineering)
Others:	Michelle Wangler (Precision Landscape & Irrigation), Kelly Dorholt (Precision Landscape & Irrigation), Jon Olson (Apex Engineering), Scott Walz (Meadowland Surveying), Scott Schroeder (MPCA),

1. **Call to Order – The Special Managers' meeting was called to order by President Michaelson at 10:00 AM.**

2. **Rules Revision Process Information Presentation–Monson (Moore Engineering) – attached hereto.** Engineer Monson presented on the Rules Revision process, including, District Water Management goals, Watershed Law (MN Stat 103D), Drainage Law (MN Stat 103E), outside guidance (MPCA, Otter Tail 1 Watershed 1 Plan, MS4, MN DNR), permit thresholds, process, and next steps.

3. **Questions and Comments -** Engineer Monson

   Apex Engineering – Jon Olson: Comments concerning the stormwater management section, including why the need to include rate control (2,10, and 100-year storm events) as flooding and downstream impacts (water level bounce and inundation) on receiving waterbodies are not factors in this watershed, pre and post peak rate control modelling is unnecessary and adds additional costs to the applicant ($6K-$15K). City of Detroit Lakes existing storm sewer infrastructure does not have the capacity to convey stormwater for the 2,10, and 100-year storm events to regional ponds. Volume control (i.e., MIDS) for the 1.1" addresses 90% of water quality (phosphorus, sediment) goal. For sites not able to use the volume control standard, ponds will need to be sized for much larger rainfall events resulting in "oversized" ponds if rate control is required. Special treatment areas – justification for increasing volume control from 1.1" to 1.6" rainfall event. Olson also recommended more clarity in the Shore Impact Zone section.

   Meadowland Surveying – Scott Walz: Recommended to streamline permit process, provide clear permit application submittal requirements, maintenance of practices – recording of permit/maintenance agreements for future property owners. Clarify when a plan needs to be designed by a licensed professional. Encouraged accountability and enforcement for violations – landowners and contractors.

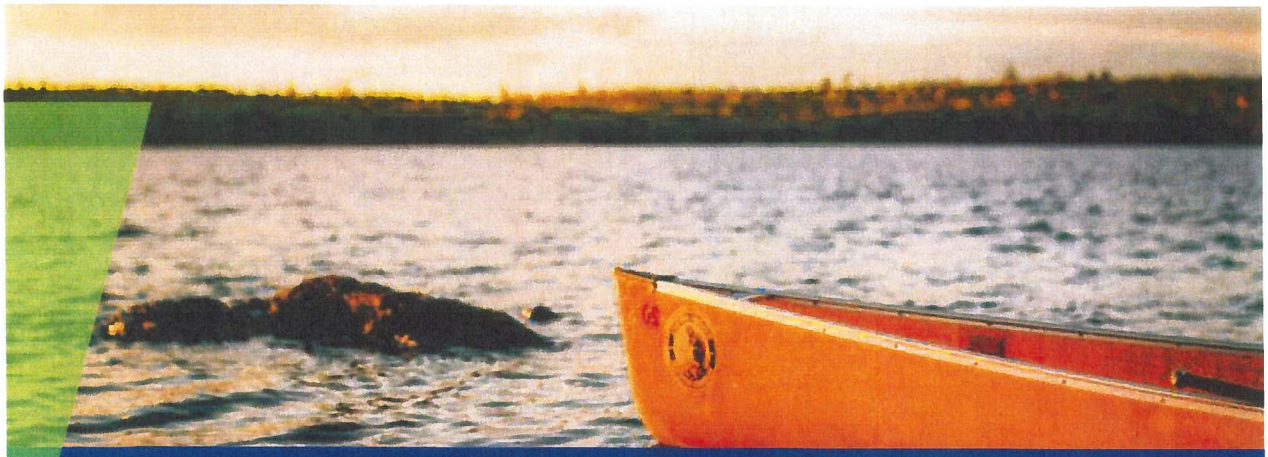
Precision Landscaping – Kelly Dorholt: Shore Impact Zone section – pre-meeting requirement – concerned it may slow the process down with landowners/contractors. Shoreline erosion – clarify sequencing requirements.

4. **Meeting Adjourned by Manager Michaelson 12:10 PM.**

Respectfully Submitted,

Chris Jasken, Secretary

Meeting Approved



Rule Revision Process

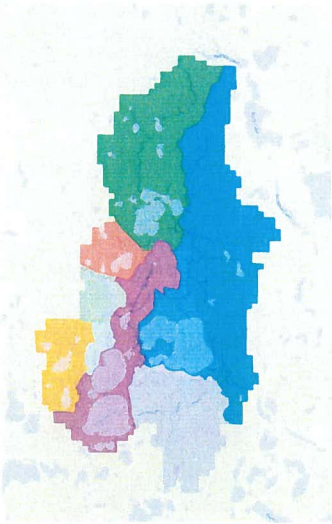
Pelican River watershed district

Preliminary Review Meeting – October 22, 2024

moore engineering, inc.

Pelican River Watershed District

- PRWD or District
- Special Unit of government under MS 103D ("Watershed Law")
- Covers approximately 120 sq. mi. in Becker and Otter Tail Counties.
- Drains to Pelican River and ultimately the Otter Tail and Red Rivers
- Board of Managers (7)
- Staff (3)



PRWD Board Meeting Item
Meeting Date: 10/22/24 10:00
Agenda Ref: 1 - Presentation
Outcome: None | No Pgs
Minutes Ref: NA | 14

PRWD Brief History

- Establishment initiated in 1965 to address lake issues, namely "finding causes and solutions for lake eutrophication problems".
- PRWD was the first WD established under the Amended Watershed Act of 1965 which expanded the definition of watershed to include lakes and the lands draining to them.
- First Plan published in 1967
- Fifth Plan published in 2023 as part of Otter Tail River One Watershed One Plan

Moore Engineering, Inc.

PRWD District Engineer

Established in 1960

ESOP S-Corp

180+ Employees

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Engineering Technicians
Surveyors & Crews (PLS)
CADD & GIS Technicians
Environmental Scientists

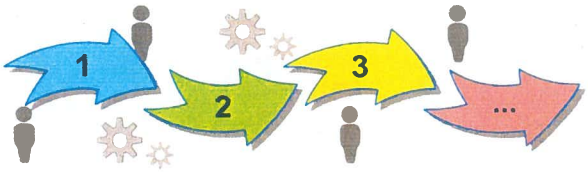


Where We Started

- One of the first tasks to tackle was a Rule Revision
- Previous Rules were outdated (last published April 1, 2003)
  - A lot has happened in water management in the last 20+ years
  - Needed to incorporate new industry standards
- Previous Rules were causing confusion
  - Did not meet current needs of applicants or practices of staff
  - Referenced many exterior documents and had few criteria listed
  - Needed to provide a primary source for applicants to understand permitting requirements
- Started in March

Rule Making is a Process

- When we work the process we
  - Stay focused
  - Systemically address each item
  - Provide important background information
  - Make informed decisions
  - Work towards consensus
- We're not starting from scratch
  - This will be a refinement and clarification process
  - We will revisit and either edit or reaffirm as needed



What is the Process?

- BWSR Rule Making Handbook
- Statutory Requirements
- Facilitated by following a Roadmap
  1. ~~Review District Goals & Purpose~~
  2. ~~Establish Baseline Knowledge~~
  3. ~~Clarify/Update Rule Language and Criteria~~
  4. Coordination With Other Agencies - WIP
  5. Establish Procedures/Workflows - WIP
  6. Stakeholder Review of Proposed Updates - WIP
  7. Complete Review and Comment Period



Review District Goals & Purpose

- What's in the Comprehensive Watershed Management Plan?
- What other guidance exists?
  - MS 103.D
  - MS 103.E
  - MPCA (WRAPS/TMDLs)
  - MS4
  - Etc.

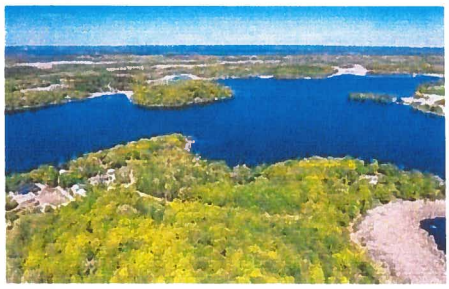


Otter Tail River
ONE WATERSHED ONE PLAN

Otter Tail Plan Vision Statement

- "The natural beauty and diversity of water and land in the Otter Tail Watershed is attractive to residents and tourists because of its recreational opportunities, farming, forests, and wildlife. We strive to sustain this diversity of riches for future generations to enjoy."

- Preserve, Enhance, & Protect



Outside Guidance

- State Statute 103D – Watershed Law

103D.201 WATERSHED DISTRICT PURPOSES.

Subdivision 1. **General purposes.** To conserve the natural resources of the state by land use planning, flood control and other conservation projects by using sound scientific principles for the protection of the public health and welfare and the provident use of the natural resources, the establishment of watershed districts is authorized under this chapter.

Subd. 2. **Specific purposes.** A watershed district may be established for any of the following purposes:

(1) to control or alleviate damage from floodwaters;

(2) to improve stream channels for drainage, navigation, and any other public purpose;

(3) to reclaim or fill wet and overflowed land;

(4) to provide a water supply for irrigation;

(5) to regulate the flow of streams and conserve the streams' water;

(6) to divert or change all or part of watercourses;

(7) to provide or conserve water supply for domestic, industrial, recreational, agricultural, or other public use;

(8) to provide for sanitation and public health, and regulate the use of streams, ditches, or watercourses to dispose of waste;

(9) to repair, improve, relocate, modify, consolidate, and abandon all or part of drainage systems within a watershed district;

(10) to control or alleviate soil erosion and siltation of watercourses or water basins;

(11) to regulate improvements by riparian property owners of the beds, banks, and shores of lakes, streams, and wetlands for preservation and beneficial public use;

(12) to provide for hydroelectric power generation;

(13) to protect or enhance the water quality in watercourses or water basins; and

(14) to provide for the protection of groundwater and regulate its use to preserve it for beneficial purposes.

History: 1990 c 391 art 1 s 9

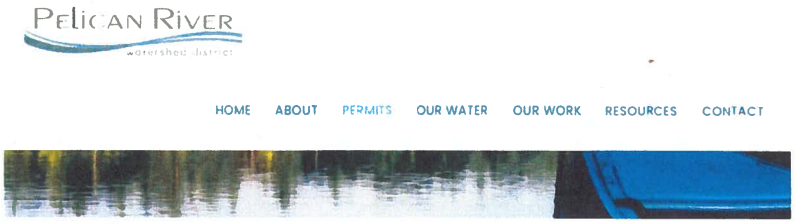
Official Publication of the State of Minnesota
Revisor of Statutes

Outside Guidance

- State Statute 103D – Watershed Law

103D.341 RULES.

Subdivision 1. **Requirement.** The managers must adopt rules to accomplish the purposes of this chapter and to implement the powers of the managers.



Outside Guidance

- State Statute 103E – Drainage Law

103E.011 DRAINAGE AUTHORITY POWERS.

Subdivision 1. **Generally.** The drainage authority may make orders to:

(1) construct and maintain drainage systems;

(2) deepen, widen, straighten, or change the channel or bed of a natural waterway that is part of the drainage system or is located at the outlet of a drainage system;

(3) extend a drainage system into or through a municipality for a suitable outlet; and

(4) construct necessary dikes, dams, and control structures and power appliances, pumps, and pumping machinery as provided by law.



Outside Guidance

- MPCA
  - Otter Tail River Watershed Restoration and Protection Strategies
    - Watershed Approach – holistic approach to surface water management
    - Identify impairments and stressors
      - Excess nutrients & Eutrophication
      - Fish and aquatic insect impacts due impairments
      - 8 stream reaches impaired for E. coli
  - Otter Tail River Watershed Total Maximum Daily Load Report (TMDL)
    - Purpose – Section 303(d) of the federal CWA requires that TMDLs be developed for waters that do not support their designated uses. These waters are referred to as "impaired" and are included in Minnesota's list of impaired waterbodies. The term "TMDL" refers to the maximum amount of a given pollutant a waterbody can receive on a daily basis and still achieve water quality standards.
    - Plainly – What's the sustainable limit
    - St. Clair Lake
    - Campbell Creek/CD12



Outside Guidance – with Partners

MS4 – Municipal Separate Storm Sewer System

An MS4 is a conveyance or system of conveyances that is:

- owned by a state, city, town, village, or other public entity that discharges to waters of the U.S.,
- designed or used to collect or convey stormwater (e.g., storm drains, pipes, ditches),
- not a combined sewer, and
- not part of a sewage treatment plant, or publicly owned treatment works (POTW).

Requires MS4s to obtain NPDES permit coverage for stormwater discharges

- NPDES – National Pollutant Discharge Elimination System
  - Nationwide permit
  - Typically for Construction Stormwater and Industrial use
  - Threshold of 1 acre of disturbance (or cumulative of 1 acre for planned development)
  - Often focused on no net increase in rate and minimize nutrient loading

What's the Takeaway?

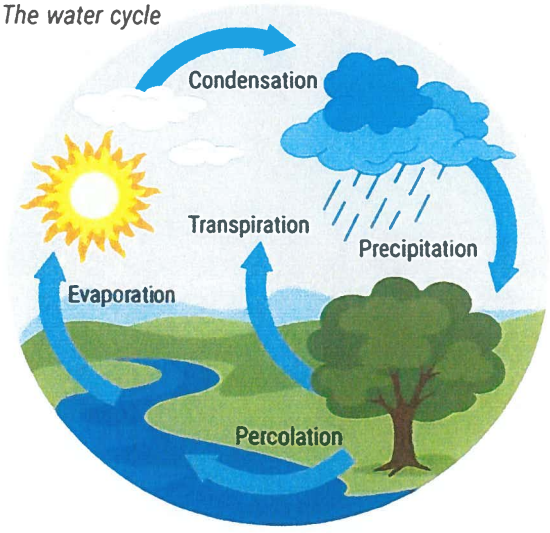
- PRWD has/shares many goals
  - CWMP
  - WMP
  - WRAPS
- There's guidance from others
  - 103D
  - 103E
  - TMDL
  - MS4 (in collaboration with partners)
- The guidance of others won't inherently meet the local goals
  - The Pelican River Watershed is a unique context with unique needs and interests
  - Accomplishing goals will require a multifaceted approach





What's at the heart?

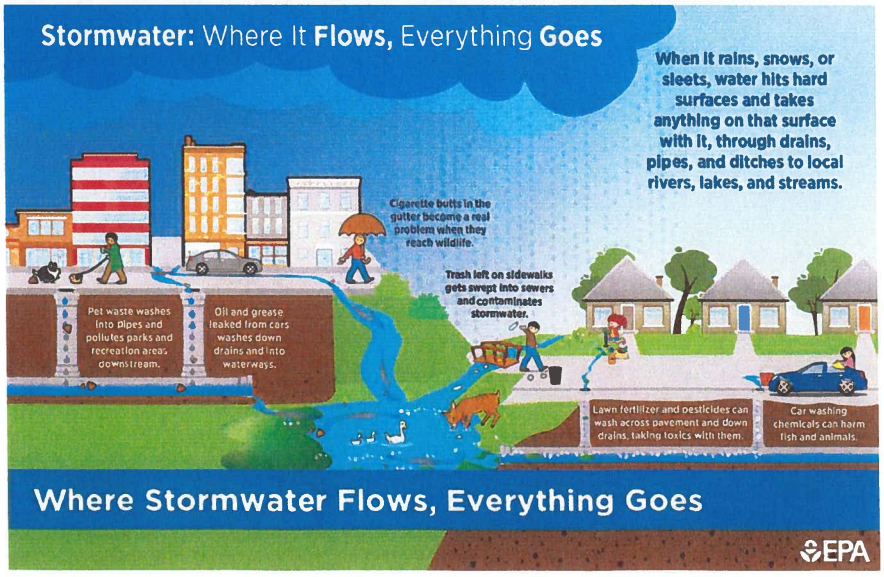
The water cycle



How do we play a part?



How do we play a part?



What requires a permit?

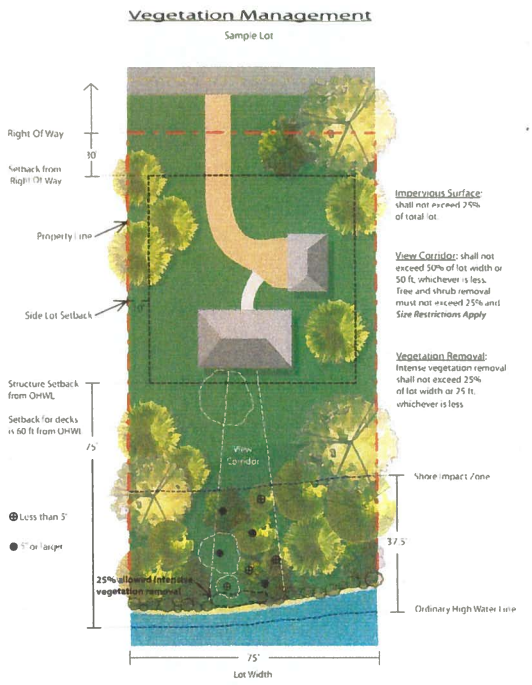
Common Stormwater Thresholds

- Non- linear projects that construct or reconstruct impervious surface:
  - More than 25% residential lot area within the shoreland district.
  - More than 25% commercial lot area elsewhere.
  - More than 7,000 square feet of lot coverage within the shoreland district.
  - More than 1 acre of impervious surface coverage or 50% elsewhere.
  - Projects requiring a variance from, or use of allowable mitigation within, the local shoreland zoning ordinance.
- Residential subdivision or development of four(4) or more lots
- Others detailed in the Rules

What requires a permit?

Common Shoreland Thresholds

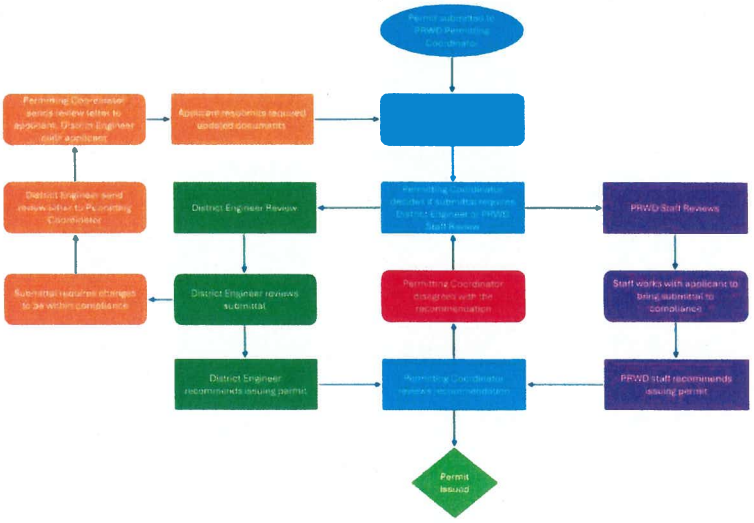
- Land Disturbance within Shoreland Impact Zone:
  - Grading
  - Construction or Reconstruction of Impervious Surface
  - Ice Pressure Ridge Repair
  - Bank Stabilization
  - Sand Blankets
  - Rain Gardens
- Retaining Walls
- Vegetation Alteration



What requires a permit?

- Thresholds and regulated activities are listed in the Rule
- When in doubt, check website or call District staff! (They're really helpful)
- PRWD doesn't regulate land use or impervious surface but does regulate the stormwater that comes off it and shoreline activity.
- Reminder – you may need permits from other agencies!

What is the permit process?



Rule Revision Next Steps

Moore to finalize next revision of Draft Rule

Draft Rule made available on PRWD website

October 22nd meeting with Contractors, Engineers, Agencies, and Public Partners

Prepare revised Rules for Board consideration in November

Begin the Public Hearing Process of posting Rules for required comment period

Compile and address public comment for Final Draft

Board review of Final Draft

Public Hearing estimated February of 2025

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moore
engineering, inc.

Q&A

Future Engagement



We want your feedback!



Following Rule Revision, District staff want to know what resources and application processes you would find helpful. Please share your ideas.

Special Meeting Minutes

Water Management Rules Informational Meeting – Government Agencies

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Location:	Wells Fargo Building, Second Floor Meeting Room 211 Holmes St. West, Detroit Lakes MN
Managers Present:	Rick Michaelson, Charles Jasken, Laurie Olson, Phil Hansen, Dennis Kral (via IT), Chris Jasken
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Others:	Jon Pratt (City of Detroit Lakes), Nate Lucas (Lakes Area Landscaping), Pete Waller (BWSR), Scott Schroeder (MPCA), Bryan Malone (Becker SWCD), Ed Clem (Becker SWCD), Rodger Hemphill (MN DNR), Sally Hausken (Greater Sucker Creek), Kyle Vareberg (Becker County), Larry Remmen (City of Detroit Lakes), Shawn King (City of Detroit Lakes), Matt Boeke (City of Detroit Lakes), Kelcey Klemm (City of Detroit Lakes)

1. **Call to Order – The Special Managers' meeting was called to order by President Michaelson at 1:00 PM.**

2. **Rules Revision Process Information Presentation–Monson (Moore Engineering) – attached hereto.** Engineer Monson presented on the Rules Revision process, including, District Water Management goals, Watershed Law (MN Stat 103D), Drainage Law (MN Stat 103E), outside guidance (MPCA, Otter Tail 1 Watershed 1 Plan, MS4, MN DNR), permit thresholds, process, and next steps.

3. **Questions and Comments -** Engineer Monson

   City of Detroit Lakes – Kelcey Klemm, Administrator: briefly reviewed September 1, 2023 letter to the District regarding stormwater regulations. Proposed draft rules increase stormwater management requirements in certain geographical areas and commercial sites (district-wide versus shoreland district) and thresholds for permits (impervious surface coverage). Raised concerns with "oversizing ponds" – holding 100-year back-to-back rainfall events for landlocked basins. Clarify types of projects requiring licensed professional plans. Flow chart – further definition/clarity with decision-making process. MOU between the District and the City for near shore and riparian lot mitigation assistance is working smoothly.

   City of Detroit Lakes- Matt Boeke, City Council- Detroit and Long Lakes are important to the City. Raised concerns with duplication of services, rules may hinder future redevelopment efforts within the downtown area, scientific data to support proposed rule changes.

City of Detroit Lakes- Jon Pratt, City Engineer- for redevelopment sites consider "incremental" approach – something is better than nothing. Reiterated prior comments regarding volume control and requirements which increase stormwater pond sizing (rate control), and special treatment areas- increased volume requirement (1.6" rainfall)). Suggested including flexible treatment options.

Becker County Soil and Water Conservation District – Ed Clem – Recommended review Becker County Shoreland ordinance requirements pertaining to residential stormwater management/mitigation as their ordinance has different thresholds/requirements than the District and City of Detroit Lakes - mitigation non-conforming riparian lots required mitigation between 15%- 25% impervious surface lot coverage. Clem suggested to review and potentially align the various standards.

Becker County Planning and Zoning - Kyle Vareberg – stormwater management threshold of 7,000 S.F in Shoreland District. Discussed only on riparian lots.

Meeting Adjourned by Manager Michaelson 2:45 PM.

Respectfully Submitted,

Chris Jasken, Secretary

Meeting Approved



Rule Revision Process

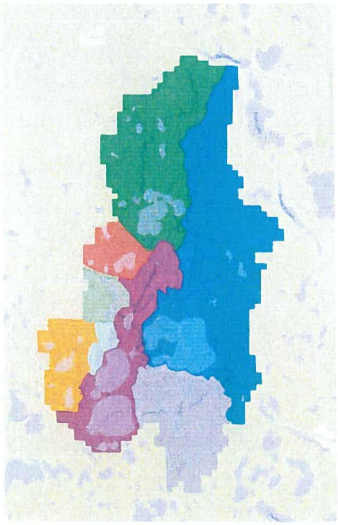
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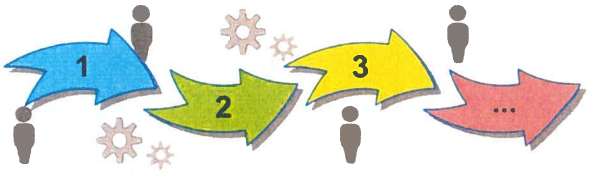


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History: 1989 c 321 art 4 s 9

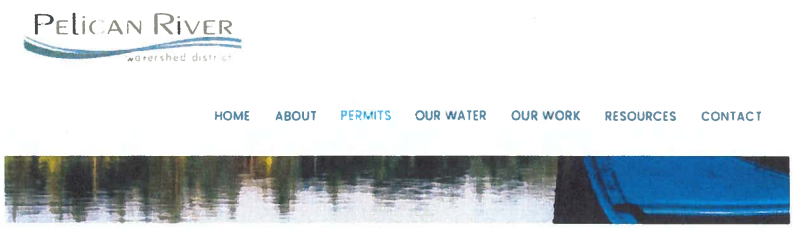
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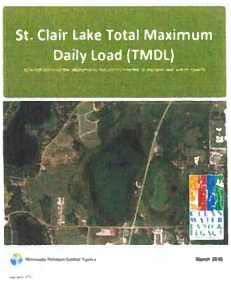
(3) extend a drainage system into or through a municipality for a suitable outlet; and

(4) construct necessary dikes, dams, and control structures and power appliances, pumps, and pumping machinery as provided by law.



Outside Guidance

- MPCA
  - Otter Tail River Watershed Restoration and Protection Strategies
    - Watershed Approach – holistic approach to surface water management
    - Identify impairments and stressors
      - Excess nutrients & Eutrophication
      - Fish and aquatic insect impacts due impairments
      - 8 stream reaches impaired for E. coli
  - Otter Tail River Watershed Total Maximum Daily Load Report (TMDL)
    - Purpose – Section 303(d) of the federal CWA requires that TMDLs be developed for waters that do not support their designated uses. These waters are referred to as "impaired" and are included in Minnesota's list of impaired waterbodies. The term "TMDL" refers to the maximum amount of a given pollutant a waterbody can receive on a daily basis and still achieve water quality standards.
    - Plainly – What's the sustainable limit
    - St. Clair Lake
    - Campbell Creek/CD12



Outside Guidance – with Partners

MS4 – Municipal Separate Storm Sewer System

An MS4 is a conveyance or system of conveyances that is:

- owned by a state, city, town, village, or other public entity that discharges to waters of the U.S.,
- designed or used to collect or convey stormwater (e.g., storm drains, pipes, ditches),
- not a combined sewer, and
- not part of a sewage treatment plant, or publicly owned treatment works (POTW).

Requires MS4s to obtain NPDES permit coverage for stormwater discharges

- NPDES – National Pollutant Discharge Elimination System
  - Nationwide permit
  - Typically for Construction Stormwater and Industrial use
  - Threshold of 1 acre of disturbance (or cumulative of 1 acre for planned development)
  - Often focused on no net increase in rate and minimize nutrient loading

What's the Takeaway?

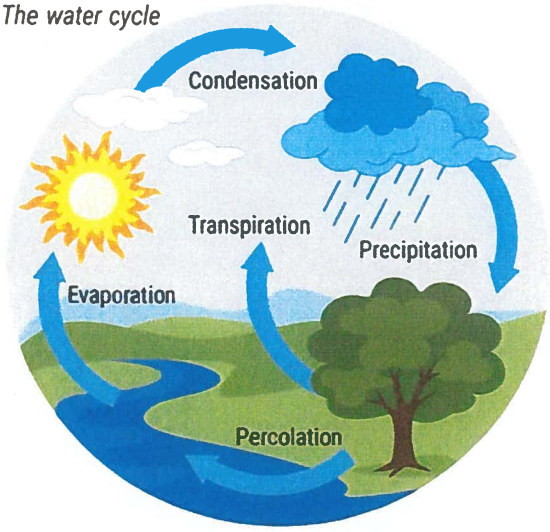
- PRWD has/shares many goals
  - CWMP
  - WMP
  - WRAPS
- There's guidance from others
  - 103D
  - 103E
  - TMDL
  - MS4 (in collaboration with partners)
- The guidance of others won't inherently meet the local goals
  - The Pelican River Watershed is a unique context with unique needs and interests
  - Accomplishing goals will require a multifaceted approach





What's at the heart?

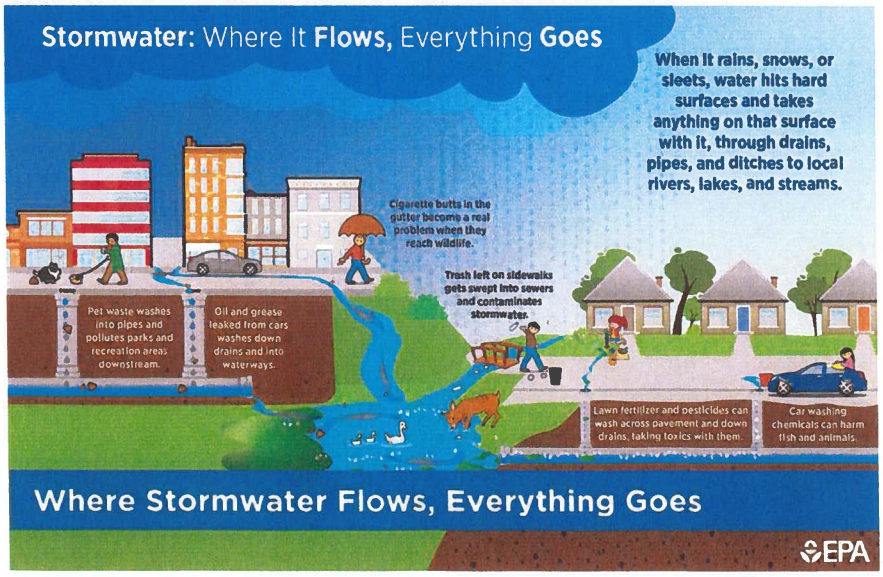
The water cycle



How do we play a part?



How do we play a part?



What requires a permit?

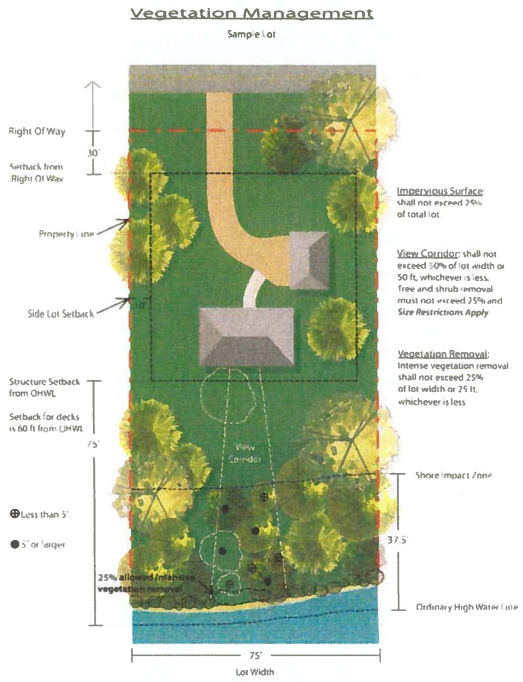
Common Stormwater Thresholds

- Non- linear projects that construct or reconstruct impervious surface:
  - More than 25% residential lot area within the shoreland district.
  - More than 25% commercial lot area elsewhere.
  - More than 7,000 square feet of lot coverage within the shoreland district.
  - More than 1 acre of impervious surface coverage or 50% elsewhere.
  - Projects requiring a variance from, or use of allowable mitigation within, the local shoreland zoning ordinance.
- Residential subdivision or development of four(4) or more lots
- Others detailed in the Rules

What requires a permit?

Common Shoreland Thresholds

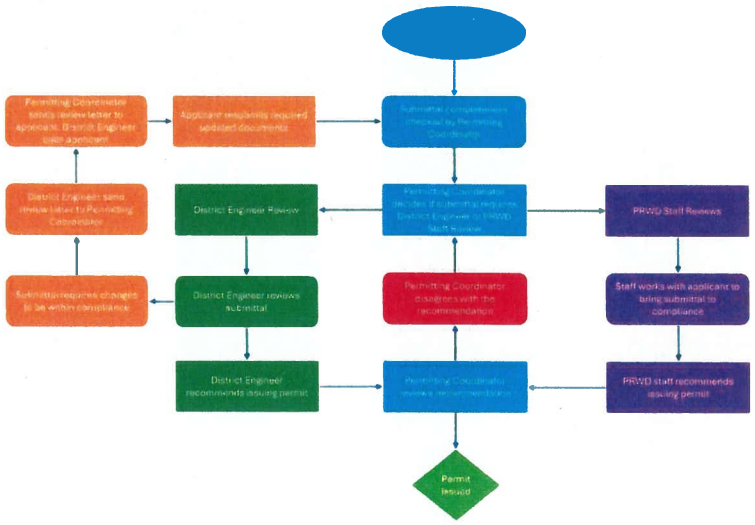
- Land Disturbance within Shoreland Impact Zone:
  - Grading
  - Construction or Reconstruction of Impervious Surface
  - Ice Pressure Ridge Repair
  - Bank Stabilization
  - Sand Blankets
  - Rain Gardens
- Retaining Walls
- Vegetation Alteration



What requires a permit?

- Thresholds and regulated activities are listed in the Rule
- When in doubt, check website or call District staff! (They're really helpful)
- PRWD doesn't regulate land use or impervious surface but does regulate the stormwater that comes off it and shoreline activity.
- Reminder – you may need permits from other agencies!

What is the permit process?



Rule Revision Next Steps

Moore to finalize next revision of Draft Rule

Draft Rule made available on PRWD website

October 22nd meeting with Contractors, Engineers, Agencies, and Public Partners

Prepare revised Rules for Board consideration in November

Begin the Public Hearing Process of posting Rules for required comment period

Compile and address public comment for Final Draft

Board review of Final Draft

Public Hearing estimated February of 2025

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moore
engineering, inc.

Q&A

Future Engagement



We want your feedback!



Following Rule Revision, District staff want to know what resources and application processes you would find helpful. Please share your ideas.

Regular Meeting Minutes

PELICAN RIVER watershed district

Date:	Wednesday, October 23, 2024
Location:	Wells Fargo Building, Second Floor Meeting Room 211 Holmes St. West, Detroit Lakes MN
Managers Present:	Rick Michaelson, Charles Jasken, Laurie Olson, Phil Hansen, Dennis Kral (via IT), Orrin Okeson, Chris Jasken
Managers Absent:	None
Staff:	Administrator Guetter, Water Resource Coordinator Kemper, Office Coordinator Bach
Consultants	Lukas Croaker (Ohnstad Twichell), Garrett Monson (Moore Engineering), Chad Engles (Moore Engineering)
Others:	Birch Burdick (Melissa-Sallie Lake Improvement Association), Jim Bond (Melissa-Sallie Lake Improvement Association)

Call to Order – The Regular Managers' meeting was called to order by President Michaelson at 08:31 AM.

1. Consider Agenda Additions & Approve Agenda.
   Agenda Edits – Remove agenda item 6.2 BMP Cost Share Applications and note 8.1 Moore Engineering Task Order T06 – Buck's Mill Dam Modification Outreach Plan will not be acted upon as it is still under development, but will be a discussion item. Add 7.1 under Unfinished Business - Rice Lake Wetland Phase 2 Project Status. **Motion to approve the October 23, 2024 Meeting Agenda with the changes (Charles Jasken, Chris Jasken), Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral, Okeson. NAYS: None. Motion carried.**

2. Approve Consent Agenda
   Motion to approve the Consent Agenda including the September 11 2024, Board Meeting Minutes, the September 25, 2024, Special Board Meeting Minutes – Buck's Mill Dam Modification Information, the September 25, 2024 Special Board Meeting Minutes – Water Management Rules Information, and the September 2024 Administrator's Report (Hansen, Olson), Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral, Okeson. NAYS: None. Motion carried.

3. Public Comment - No comments from public.

4. Rules/Permitting Report. Kemper reviewed the Rules Report with the Managers and gave an update on current violations. **Motion to approve the October 2024 Rules Report. (Charles Jasken, Chris Jasken), Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral, Okeson. NAYS: None. Motion carried.**

5. Treasurer Report
   5.1. Approve October 2024 Bills & 3rd Quarter Manager Pay and Expenses
   Treasurer Hansen reviewed the bills. **Motion to approve October 2024 Claims & Managers 3rd Quarter Pay and Expenses (Checks 15294-15311, EFT2551-EFT2553, EFT2555- EFT2581, EFT2582-EFT2583, EFT2591-EFT2593) in the amount of $61,361.01 (attached hereto), (Okeson, Olson), Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral, Okeson. NAYS: None. Motion carried.**

5.2. Approve October 2024 Fund Transfer
Motion to approve the October 2024 Fund Transfer from Savings to Checking in the amount of $85,000. (Hansen, Charles Jasken), Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral, Okeson. NAYS: None. Motion carried.

5.3. Approve January-September 2024 Revenue & Expense Report
Treasurer Hansen reviewed the report. **Motion to approve the January-September 2024 Revenue & Expense Report. (Hansen, Olson), Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral, Okeson. NAYS: None. Motion carried.**

6. Grant Program Funding Requests
6.1. District BMP Cost Share Program – no action.
6.2. District Education Mini-Grant
6.2.1. Roosevelt 4th Grade Field Trip Supplies – Kellie Wolf - $475.00. **Motion to approve Education Mini-Grant for Roosevelt 4th Grade Field Trip Supplies for up to $500. (Charles Jasken, Kral), Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral, Okeson. NAYS: None. Motion carried.**

7. Unfinished Business
7.1. Rice Lake Wetland Restoration Phase 2 Project Status. Guetter reported the Phase 1 BWSR project grant expires December 31, 2024 and there are unspent construction funds remaining from the Phase 1 grant that are eligible for Phase 2 construction. Manager Charles Jasken pointed out that this is not a bad thing if unspent funds are returned to the State, as the district saved the taxpayers of Minnesota money on the first phase of the project. It was noted the District has secured grant funding for Phase 2 construction. The City of DL and the MN DNR are expected to complete the land acquisition by the end of the year. There are three flowage easements remaining with all property owners aware of Phase 2 permitting and expects to complete them in the short term.

8. New Business
8.1. Moore Engineering Task Order TO6 – Buck's Mill Dam Modification Outreach Plan Discussion
Garrett Monson apprised the Managers the task order will outline the specific outreach services that are not be covered by the DNR Grant and will be presented for review and approval at the November meeting. Moore Engineering and MN DNR are currently reviewing historical records (dam runout elevation, water levels, etc.). Mr. Jim Bond suggested to include robust water level monitoring component for the project area – pre, during, and post project construction at the dam site as well as at Sallie and Melissa outlets.

8.2. Stantec Engineering Contract Modification – Campbell Creek – Engineers Report. Guetter reported the cost estimate for the project Engineer's Report will be presented for review and approval at next month's meeting. No action taken

8.3. OT 1W1P Conservation Practice Assistance – Detroit Lakes Public Library
Administrator Guetter reviewed the Conservation Practice Assistance contract with the City of Detroit Lakes for improvements to stormwater handling at the Detroit Lakes Library. The funds for this assistance come from the Otter Tail 1 Watershed 1 Plan program to assist with urban stormwater practices in the greater Otter Tail Watershed. **Motion to enter into Cost Share Agreement #24-01 with the City of Detroit Lakes for $10,950.00. (Charles Jasken, Hansen), Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral, Okeson. NAYS: None. Motion carried.**

8.4. Draft Water Management Rules Review – Moore Engineering
Engineer Monson recapped the two special meetings held on October 22, 2024 regarding the Water Management Rules with local Engineering and Contracting Firms and Government Agencies. A comment table will be compiled and reviewed with the board. Given the comments received, Monson suggested additional workshop meetings may be needed to address the comments/input received at the meetings and in writing. Manager Chris Jasken stated he would like to make a motion to remove Rate Control requirements from the Rules completely. Engineer Monson asked the board to hold on that decision until he had an opportunity for in-depth "engineer to engineer" technical discussion with Apex Engineering in order for him to understand their issues regarding rate control and other technical issues. Both Engels and Monson stressed their approach to this meeting is to find solutions and common ground and bring those ideas back to the board in their decision-making process. There are different approaches to rate control - for example, exempting areas served by the city storm sewers as they are the limiting factors. Monson suggested that after the technical discussion, to hold another meeting with the city administrator (Kelcey Klemm) and engineer (Jon Pratt), and to include Rick Michaelson as there may also be policy discussion.

8.4.1. **Meeting #1. Motion to authorize Moore Engineering to meet with Apex Engineering on the draft District Management Rules (Hansen, Chris Jasken). Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral, Okeson. NAYS: None. Motion carried.**

[Manager Okeson left the meeting to attend a previously scheduled appointment.]

8.4.2. **Meeting #2. Motion to authorize Moore Engineering (Chad Engels/Garrett Monson) and Manager Michaelson to engage with the City of Detroit Lakes to discuss the draft District Water Management Rules. (Kral, Olson). Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral. NAYS: None. Absent: Okeson. Motion carried.**

Managers suggested Moore Engineering also to meet with Kyle Vareberg , Becker County Planning and Zoning.

8.4.3. **Meeting #3. Motion to authorize Moore Engineering (Chad Engels/Garrett Monson) and Manager Hansen to engage with Becker County Planning and Zoning (Kyle Vareberg) on the draft District Water Management Rules. (Hansen, Chris Jasken). Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral. NAYS: None. Absent: Okeson. Motion carried.**

9. **Discussion Items – NONE**

10. **Reports**

10.1. District Attorney – Lukas Croaker –Attorney Croaker is focused on the Rule Revision project. His staff is reformatting the rules to update the flow of the document.

10.2. District Engineer – Chad Engles. Engineer Engles noted that Moore Engineering takes a team approach for professional services. During the past few months, Garrett Monson is lead on the Districts permitting reviews, and is the lead on the District Rules Revision and Buck's Mill Project. Garrett's background is an excellent fit with PRWD's needs and recommends appointing Garrett Monson as the District's Engineer. Engels stated he will stay on as Senior Advisor.

10.2.1. **Motion to appoint Garrett Monson, Moore Engineering as the District Engineer (Olson, Chris Jasken). Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral. NAYS: None. Absent: Okeson. Motion carried.**

11. **Upcoming meetings and events**

11.1. November 20, 2024 - Regular Managers' Meeting, 8:30 AM

11.2. December 4 – 6, MN Watersheds Conference and Annual Meeting, Grand View Lodge - Nisswa, MN

11.3. December 18, 2024 - Regular Managers' Meeting, 8:30 AM

Adjournment – Motion to adjourn the regular meeting at 11:12 AM, (Michaelson, Chris Jasken), Roll Call Vote: AYES: Michaelson, Olson, Hansen, Chris Jasken, Charles Jasken, Kral. NAYS: None. Absent: Okeson. Motion carried.

Respectfully Submitted,

Chris Jasken, Secretary

Meeting Approved

Pelican River Watershed District

Claims Paid - October 2024

Payee	Date	Num		Amount
*Guetter,Tera	10/25/2024	EFT2566		$ 444.77
*Rix-Bach, Shanna	10/25/2024	EFT2567		$ 34.72
		Employee Expenses Total:		**$ 479.49**
Bremer Bank	10/29/2024	EFT2582		$ 26.50
Loffler Companies, Inc.	10/29/2024	EFT2583		$ 176.91
		Vendor Expenses - Autopay Total:		**$ 203.41**
Lakes Computer, Inc.	10/24/2024	EFT2561		$ 190.00
Ohnstad Twichell, P.C.	10/24/2024	EFT2562		$ 4,141.50
RMB Environmental Labs, Inc.	10/24/2024	EFT2563		$ 1,706.00
Stantec Consulting Services Inc.	10/24/2024	EFT2564		$ 1,331.20
Wells Fargo-Office Lease	10/24/2024	EFT2565		$ 1,338.57
		Vendor Expenses - EFT Total:		**$ 8,707.27**
Arvig	10/24/2024	015307		$ 69.95
Bank of America	10/24/2024		15306	$ 2,277.76
Becker SWCD	10/24/2024		15305	$ 1,675.00
Campbell, Joshua	10/24/2024		15304	$ 1,440.00
County 6 Amoco & Bait	10/24/2024		15303	$ 123.12
Detroit Lakes Public Schools	10/24/2024		15302	$ 532.00
League of MN Cities Attn Finance Dept.	10/24/2024		15301	$ 786.00
Loffler	10/24/2024		15300	$ 77.81
Moore Engineering, Inc	10/24/2024		15299	$ 38,804.38
Office of MNIT Services	10/24/2024		15298	$ 75.10
Premium Waters, Inc.	10/24/2024		15297	$ 18.42
Tech Sales Co.	10/24/2024		15296	$ 243.50
University of Wisconson - Stout	10/24/2024		15295	$ -
Verizon	10/24/2024		15294	$ 52.16
		Vendor Expenses - Check Total:		**$ 46,175.20**
^Depree, Rebecca	10/24/2024		15311	$ 1,000.00
^Halvorson, Darin	10/24/2024		15310	$ 355.66
^Johnson, Margaret	10/24/2024		15309	$ 753.73
		BMP Cost Share - Check Total:		**$ 2,109.39**
^Wolf, Kellie	10/24/2024		15308	$ 371.97
		Education Mini Grant - Check Total:		**$ 371.97**
.Hansen, Phil	10/31/2024	EFT2575		$ 43.55
.Jasken, Charles	10/31/2024	EFT2576		$ 29.48
.Jasken, Chris	10/31/2024	EFT2577		$ 20.10

Pelican River Watershed District

Claims Paid - October 2024

.Kral, D.	10/31/2024	EFT2578	$	20.10
.Michaelson, R.	10/31/2024	EFT2579	$	52.53
.Okeson, O.	10/31/2024	EFT2580	$	26.80
.Olson, Laurie	10/31/2024	EFT2581	$	18.76
		Manager Expenses - Check Total:	**$**	**211.32**
.Hansen, Phil	10/31/2024	EFT2568	$	498.69
.Jasken, Charles	10/31/2024	EFT2569	$	461.75
.Jasken, Chris	10/31/2024	EFT2570	$	346.31
.Kral, D.	10/31/2024	EFT2571	$	346.31
.Michaelson, R.	10/31/2024	EFT2572	$	757.27
.Okeson, O.	10/31/2024	EFT2573	$	230.88
.Olson, Laurie	10/31/2024	EFT2574	$	461.75
		Manager Payroll - Check Total:	**$**	**3,102.96**
Benefit Stipend	10/1/2024	EFT2551-EFT2553	$	2,864.60
Bi-Weekly	10/10/2024	EFT2555-EFT2557	$	4,812.80
Bi-Weekly	10/24/2024	EFT2558-EFT2560	$	4,812.82
		Payroll Total:	**$**	**12,490.22**
Federal Tax	10/1/2024	EFT2551A	$	860.80
Federal Tax	10/10/2024	EFT2555A	$	1,881.78
Federal Tax	10/24/2024	EFT2558A	$	1,881.80
Minnesota Tax	10/31/2024	EFT2592	$	746.00
MSRS	10/31/2024	EFT2591	$	4,676.00
PERA	10/31/2024	EFT2593	$	2,606.16
		Payroll Liabilities Total:	**$**	**12,652.54**
		Bills Total:	$	58,046.73
		Manager Quarterly:	$	3,314.28

PELICAN RIVER
watershed district

211 Holmes St. West, Suite 201
Wells Fargo Bank Building
Detroit Lakes, MN 56501
(218) 846-0436
www.prwd.org

EDUCATOR MINI GRANTS APPLICATION

Name & Position (teacher, administration, supervisor)
Kellie Wolf for the 4th Grade teachers at Roosevelt and Rossman Elementaries

Email Address:
kwolf@detlakes.k12.mn.us

Phone Number:
218-844-4277 (school)

PRWD Board Meeting Item
Meeting Date: 10/23/24
Agenda Ref: 6.2.1
Outcome: Carried
Minutes Ref: 6-2.1
No Pgs 1

Address of school/organization:
Roosevelt Elementary School
510 11th Ave
Detroit Lakes, MN 56501

What is your role?
I am the STEAM teacher at Roosevelt, applying on behalf of the 4th Grade Teachers at Roosevelt and Rossman Elementaries, since I am the lead organizer of their Environmental Field Trip.

Describe your mini grant purchase.
Over time and through use, some of the supplies for the stations in our field trip are wearing out or need improvement. This includes blenders, pitchers, and lids for our recycled paper making station and several supplies for the water quality/aquatic invertebrates station at the pond, and station at the rotting log/exploration of the forest floor and forest life cycle.

How does your purchase relate to water resources or the environment?
During this field trip, students spend the entire day outside, learning about soil, water quality, forest life cycles, recycling and reusing, and navigating with a compass. Most stations are led by local natural resource professionals, so career awareness is also an aspect.

Total amount requested for project:
$475

Provide a list of materials and cost estimate (continue on back if needed)
3 turkey basters (for aquatic inverts): $23
4 Aquarium fish nets: $14
1 Tarp for sitting on: $ 18
6 Sponges for recycled paper station $10
12 Magnifying aquatic insect viewers: $27
12 tubs for holding pond water: $80
5 replacement blender lids: $60
3 replacement blender pitchers: $85
4 replacement blenders entire: $150

What grade level is affiliated with this purchase?
4th Grade

I understand that if my project is approved for funding, I must submit a short summary report of the completed project with photos and my receipts in order to receive funding reimbursement.

Kellie Wolf
Signature

September 23, 2024
Date

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization:	Contract Number:	Amendment ☐ Board Meeting Date(s):	Canceled ☐ Board Meeting Date(s):
Pelican River Watershed District	24-01		

*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name	Address	City/State	Zip Code
City of Detroit Lakes	1025 Roosevelt Ave	Detroit Lakes	56501

* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name:	Township No:	Range No.:	Section No.	1/4,1/4
Detroit	139N	41W	34	0

Contract Information

I (we), the undersigned, do hereby request assistance to help defray the cost of installing the following practice(s) listed on the second page of this contract. It is understood that:

1. The land occupier is responsible for full establishment, operation, and maintenance of practice(s) applied under this program to ensure that the conservation objectives are met and the effective life, a minimum of 50 years, is achieved. The specific operation and maintenance requirements for the conservation practice(s) listed are described in the Operation and Maintenance Plan prepared for this contract by the technical assistance provider.

2. Should the land occupier fail to maintain the practice(s) during the effective life, the land occupier is liable to the organization for up to 100 % of the amount of financial assistance received to install and establish the practice(s) unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.

3. If title to this land is transferred to another party before expiration of the aforementioned effective life, it shall be the responsibility of the landowner who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.

4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

Minnesota Storm Water Manual

5. Increases in the practice(s) units or cost must be approved by the organization through amendment of this contract as a condition to increase the financial assistance payments.

6. This contract, when approved by the organization, will remain in effect unless canceled or amended by mutual agreement. If the practice(s) covered by this contract have not been installed by 11/15/2024, this contract will be automatically terminated on that date.

7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization as practical and reasonable. The invoices/receipts must include: the name of the vendor; the materials, labor or equipment used; the component unit costs; and the date(s) the work was performed. The organization has the authority to make adjustments to the costs submitted for reimbursement. Reimbursement requests must also be supported by a completed Percent Based Voucher Form.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel(s) where the conservation practice(s) will be located.
2. Have all required legal land rights, including but not limited to: access and authority to both construct and maintain the conservation practice(s) agreed upon in this contract for the effective life of the practice(s).
3. Obtain any permits required in conjunction with the installation and establishment of the practice(s) prior to starting construction of the practice(s).
4. Be responsible for the operation and maintenance of conservation practice(s) applied under this program in accordance with an Operation and Maintenance Plan prepared by the technical assistance provider.

PRWD Board Meeting Item
Meeting Date: 10/23/24
Agenda Ref: 8.3
Outcome: Carries
Minutes Ref: 8.3
No Pgs 7

5. Not accept financial assistance funds, from state sources in excess of 50 percent, or state and non-state sources that when combined are in excess of 0 percent of the total cost to establish the conservation practice(s).

6. Provide copies of all forms and contracts pertinent to any other state or non-state programs that are contributing funds toward this project.

Date	Land Occupier
10/4/24	Colby Thomas, City Administrator
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

The primary practice for which assistance is requested is: **Special Project/Urban Stormwater Mgmt**

Practice standard(s) or eligible component(s)	Total Project Cost Estimate
Infiltration Practices - 803M	**$21,900.00**

Technical Assessment and Cost Estimate

I have the appropriate technical expertise and have reviewed the site where the above-listed practice(s) will be installed and deem the practice(s) needed and that the estimated quantities and costs are practical and reasonable.

Date	Technical Assistance Provider
10/4/24	Samuel Ruppert, P.E APEX Engineering.

Amount Authorized for Financial Assistance

The organization has authorized the following for financial assistance, total not to exceed 50 percent of the total cost to establish the conservation practice.

Approval Date	Authorized Signature	Total Amount Authorized
10/4/24		**$10,950.00**

DISTRICT ADMINISTRATOR'S MONTHLY REPORT
NOVEMBER 13, 2024

1) **Surface Waters Protection and Enhancement**
   a) **Capital Improvement Projects/Structural and Non-Structural Practices**
      i) **Rice Lake Capital Improvement Project (CIP). Phase 2- Lower Structure**. Guetter met with Pete Waller, BWSR who expressed concern with the lack of project progress over this past year and needs assurances the project will move forward. Currently the Phase 1 Grant and PRWD match balance has remaining funds of $179,935.75 and $89,179.04 respectively, with a grant expiration date of 12/31/2024. An extension until 12/31/2025 is possible but BWSR needs assurances the project will move forward prior to approving an extension. The second grant C23-0127 has the entire grant and match amounts of $640,000 and $160,000 respectfully available with a grant expiration date of 12/31/2025. Guetter is working on finalizing the easements and with HEI and MN DNR to move the project forward with construction in 2025. The MN DNR and the City of DL property transfer is anticipated to be finalized in early December. A monthly progress report/discussion will be on the monthly meeting agenda moving forward.

      ii) **Campbell Creek Project (CIP)**. Stantec provided an estimate for the Engineer's Report and Landowner meetings and communication, which will be reviewed for approval at the November manager's meeting. Stantec survey crews will be here from Monday, 11/18/2024 – Wednesday, 11/20/2024. Project area landowners were notified via email of next week's surveying activity.

      iii) **Little Floyd Lake Rock Arch Rapids** – Hough started construction on 11/4/2024 and completed the dam/weir modification (existing concreate dam sill remained in place – 1355.0 NAVD elevation) with partial removal of the wing walls down to the sill elevation, installation of the rock riffle weirs, work within the streambank, and seeding and stabilization on 11/7/2024. A weekly project summary (11-10-24) is attached. Lake water levels were recorded and photographs taken in the AM and PM on each project day. There was one change order received - Project Change Order #1 with a net materials decrease of the contract amount ($ 537.75). The original contract amount is $69,138.50, and net contract change decrease is $68,600.75. The District received a request for payment #1 in the amount of $ 65,170.71 (less $3,430.04 -5% retained from work-to-date pending final project inspection in June 2025). The District also received a request for payment for Alternative 1 – Little Floyd Lake Culvert Installation in the amount of $ 1,592.96 (original contract price $ 1,676.80). These requests will be included in the monthly bills. The website will continue to be updated with information and photos.

      iv) **Bucks Mill Dam Modification–** A Wetland Delineation Report & signed MN WCA Joint Application for boundary/type review for approval by Becker SWCD was submitted October 28, 2024. An approval decision by Becker SWCD will be made after the mandatory 15 business day comment period. Concurrently, work is being undertaken on the Cultural Resource Review Area task for the Buck's Mill Dam project area and anticipating to hear from responsible agencies by mid-January 2025.
      Outreach – Guetter filmed an information video on the Buck's Mill Dam Project with Moore Engineering on 10/23/2024. Task Order #6 for Outreach activities is on the November agenda for review and approval.

2) **Becker County Drainage Systems 11, 12, 13 and 14**
   a) **Ditch 11 –** No activity to report.
   b) **Ditch 12** – No activity to report.
   c) **DITCH 13 (Little Floyd Lake to Big Detroit)**
      i) Open Work Orders
         (1) Jackson Avenue – Trapped 10/18/2024. Blockage pending.
         (2) 8th Ave by Bridge – Trapped out and blockage removed 10/14/2024. Work order closed.
         (3) Dillon Property - – Trapped 10/14/2024. Blockage opened by Mr. Dillon 11/8/2024.
   d) **DITCH 14 and BRANCH 1 (HWY 10 to St. Clair Lake to Pelican River)** – No activity to report.

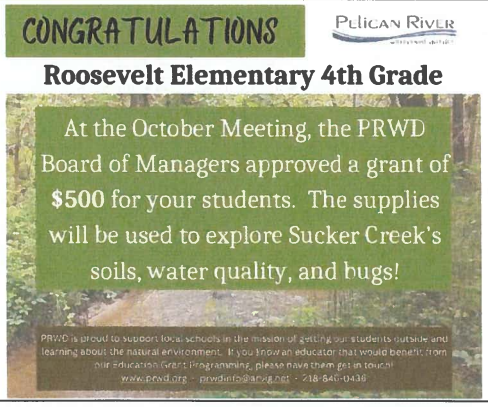
DISTRICT ADMINISTRATOR'S MONTHLY REPORT
NOVEMBER 13, 2024

3) **WATER MANAGEMENT RULES** – see enclosed report.
   a) **Rules Revision Update–** Meetings with Engineers, Contractors and Government Agency representatives were held on October 22. The meetings were well attended, and great discussion was had at each. A comment table has been prepared and will be addressed with the board. Monson will schedule meetings with the City of DL and Becker County Planning and Zoning. Attorney Croaker reformatted the Rules for better "flow" and readability.
   b) **Shared 1W1P Technician** –Kemper assisted BSWCD & Cormorant WD in interviewing candidates on 10/25/2024. An offer was made to Mr. Owen Redding (former 2023 PRWD Intern) and he accepted. Owen's first day will be on Tuesday, November 12th.

4) **HABITAT PROTECTION AND MANAGEMENT**
   a) **River/Stream Connectivity – Barriers to Fish Movement.**
      i) Little Floyd Lake Dam (rock arch rapids). Construction completed between November 4 – November 7th. See report under Capital Projects.
      ii) Buck's Mill Dam –see report under Capital Projects.

5) **Aquatic Invasive Species Prevention and Management.**
   a) **Invasive Aquatic Plant Management Grant** – Application period opens 11/18/2024. PRWD will apply for financial assistance for summer 2025 treatments of district lakes.
   b) **Curly-leafed Pondweed AIS Research Study [Mankato State University]** – An interim progress report is available on our website. https://prwd.org/wp-content/uploads/2024/10/PRWD_CLP_Flumioxazin_Summary_2024_MNSU_0020_Final.pdf

6) **EDUCATION AND OUTREACH (Website, Social Media, and Workshops)**
   a) Local Media/Mailings. Nothing to report
   b) Social Media Posts
      i) (Facebook & Instagram) – Facebook Followers – 223 (last month 221), Instagram Followers – 16 (last month 17)

Date	Description	Engagement
10/24/2024	Roosevelt Elementary 2nd Grade Field Trip to Hamden Slough	0 likes, 0 comments, 0 shares
10/31/2024		2 likes, 0 comments, 0 shares

      ii) **"No Child left Inside" Education Group** – No meetings scheduled.
      iii) **Ottertail 1W1P Education and Outreach Group** – See 1W1P Section.
      iv) **Successful Outreach Strategies** – Bach is registered for the 3rd session on November 25 in the ongoing training through BWSR.
      v) **Website Updates** –
         (1) The initial draft of the new 'Our Work' layout has been completed for the Buck's Mill Dam Modification page: https://prwd.org/project/bucks-mill-dam-modification-2/. Guetter and Bach are currently working on Little Floyd Lake Project update.

DISTRICT ADMINISTRATOR'S MONTHLY REPORT
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7) <u>DISTRICT OPERATIONS/ADMINISTRATION</u>.

a) **Grant Oversight** -

i) *Campbell Creek Watershed Restoration (MPCA Section 319 Small Watersheds Focus Group C Grant Funding)* – Guetter and Bach are organizing financial data to report to MPCA in November. Next report date 2/1/2025.

ii) *FEMA Grant* – No activity. Project is complete.

iii) *BWSR Clean Water Rice Lake Project – Phase 1 & Phase 2. MN DNR*. –Next Report date 2/1/2025.

iv) MN DNR – Conservation Partners Legacy Grant (Little Floyd Outlet) –Received one payment request from HEI. Next report date 12/31/2024.

v) *Otter Tail 1W1P Implementation Grant* – Submitted October invoices for reimbursement.

vi) *Buck's Mill Dam Modification MN DNR* - Submitted October invoices for reimbursement. Next Report date 12/31/2024.

b) **GIS Data Management –** Luke Henderson, Moore Engineering GIS Analyst/Developer, has reached out to Kemper to initiate work on this project.

c) **Equipment Update** – Kemper met with individuals from Tamarac NWR to explore updating our survey equipment in 2025.

d) **Human Resources** – Guetter completed Kemper's annual review on 10/25/2024.

e) Otter Tail River 1W1P Partnership – WEBSITE: <u>https://www.eotswcd.org/ot1w1p/</u>

i) **1W1P Grant – Feasibility Study West Area ("Willow Pond") Stormwater Treatment.** Sample collection is complete. Stantec will be reaching out to the City and District to set up a TEAMS meeting to review and discuss potential options. Next steps would be preliminary designs.

ii) **OTW TAC Committee** (Guetter). Guetter attended a TAC meeting on November 4th. Agencies reviewed their projects with PRWD (Rules Update, Willow Street Phosphorus Removal Study, Library stormwater facilities, Campbell Creek, Education).

iii) **OTW Education/Outreach Committee** – Bach and Kemper attended an OTW Education and Outreach meeting on 10/7/2024. Updates on current outreach projects and discussion on end of year reporting requirements for BWSR.

f) **MN Watersheds Conference** – Managers and staff are registered for the conference, December 4-6, 2024, at Grandview Lodge in Nisswa, MN. Meeting delegates and alternate will be designated at the November board meeting.

DISTRICT ADMINISTRATOR'S MONTHLY REPORT
NOVEMBER 13, 2024

DATA COLLECTION AND MONITORING PROGRAM

Streams – Kemper and Freeman (Highschool Intern) completed the data entry from the summer. Kemper entered and submitted EQuIS data to MPCA for the first round of reviews. Kemper will begin working on the monitoring report.

Lakes – Kemper entered and submitted EQuIS data to MPCA for the first round of reviews. Kemper will begin working on the vegetation reports and monitoring report.

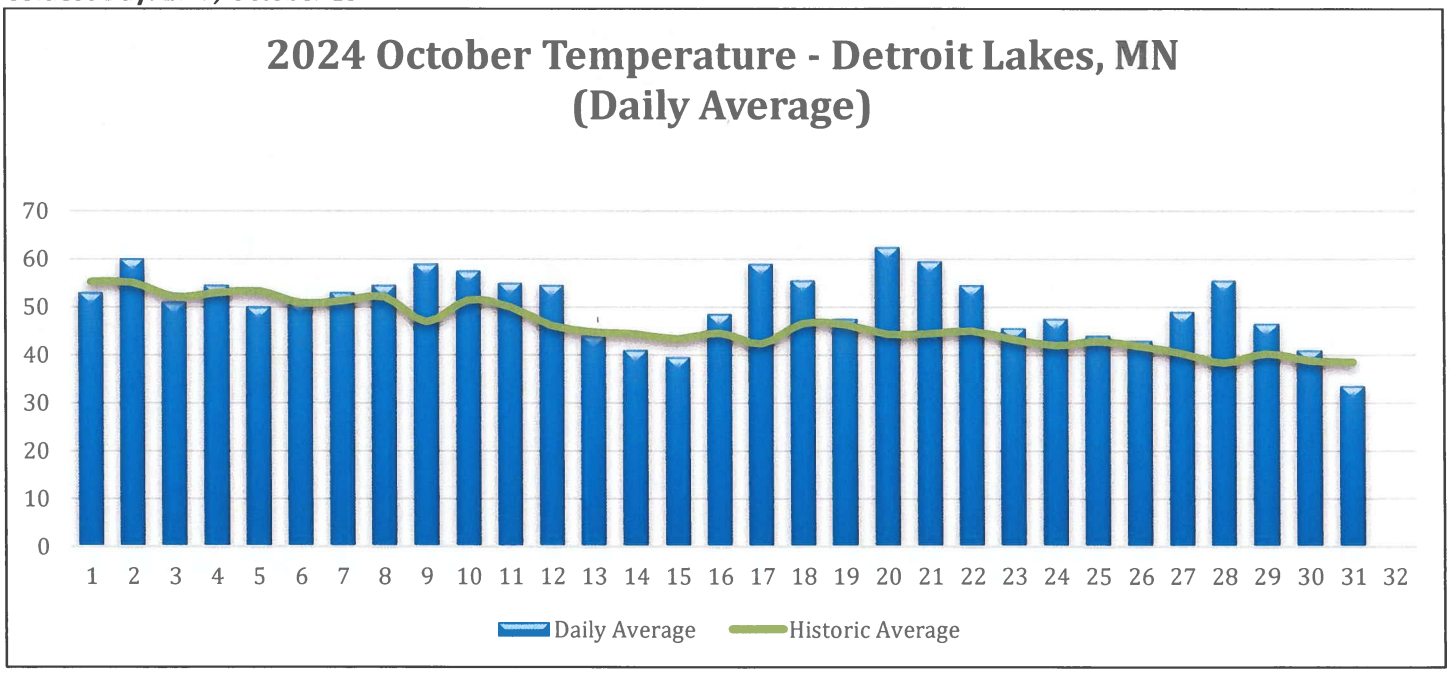
Weather

October 2024 Temperatures

Following the pattern of September, temperatures averaged well above normal in October. Most climate stations reported a mean monthly temperature that was 4°F to 6°F above normal, with the most significant departures from normal in the western and southern counties. Some areas of the state were as much as 8°F warmer than normal, and many central and southern counties reported either their 4th or 5th warmest October in history, with several days when the afternoon high temperature reached 80°F or greater. Statewide it appears October of 2024 will be the 6th warmest in history. Because of the warm temperatures and prevalent dry conditions in most areas of the state there were several days during October when the National Weather Service issued Red Flag Warnings.

The temperatures for Detroit Lakes were above average. There were only 23 days that were at or slightly above average than the historical average and 8 days that were slightly below historical average.

Hottest Day: 79°F, *October 10th*
Daily average High for Detroit lakes: *61°F*
Coldest Day: *27°F, October 15th*
Monthly average temperature: *51°F*
Daily average low temperatures: *40°F*

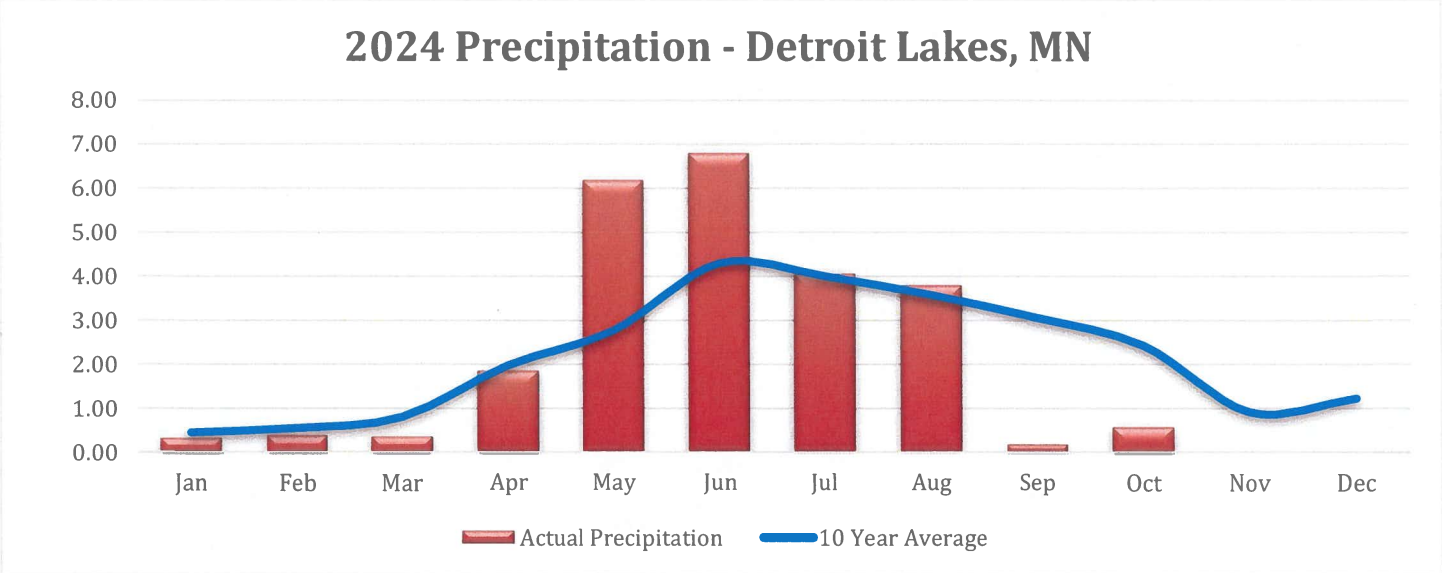


DISTRICT ADMINISTRATOR'S MONTHLY REPORT
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October 2024 Rainfall

In terms of precipitation, most areas of the state were drier than normal during the month, with fewer than normal rainy days. Only five daily record rainfall amounts were reported from the state climate network. Most climate stations reported from 1 to 2 inches of rainfall for the month. Some parts of western and southern Minnesota reported less than 1 inch. For many areas of the state the last day of the month (Oct 31) brought the most moisture, with many rainfall amounts ranging from 0.50 inches to 1.5 inches.

In Detroit Lakes the total rainfall was 0.56 inches which is 1.86 inches below the 10-year average of 2.42 inches. Most of the rain fell across the district on the 25th & 30th (0.40 inches).

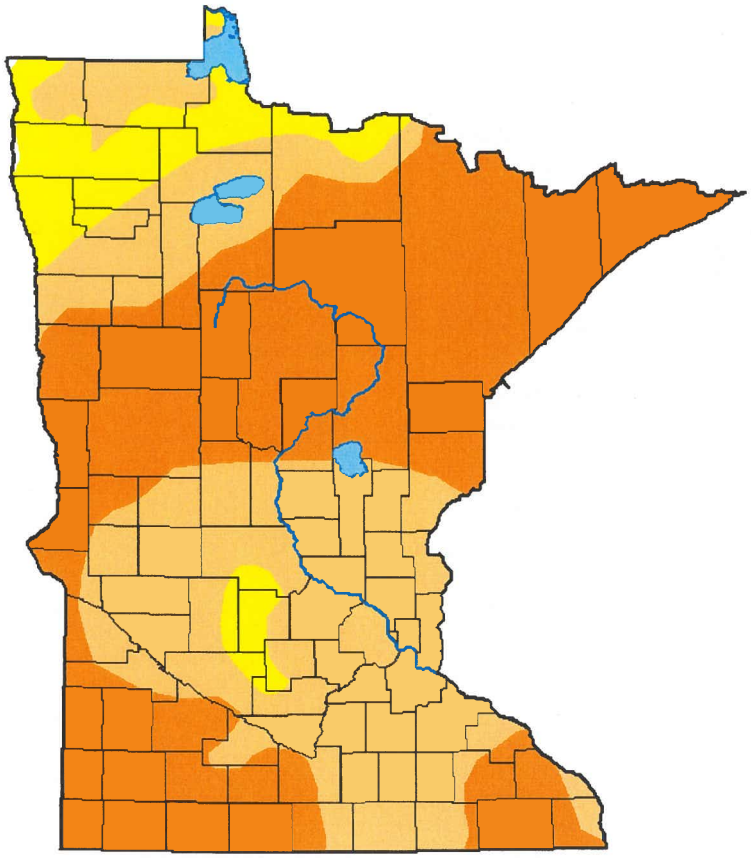


October was also exceptionally windy, with many climate stations reporting 30 mph or greater wind gusts on 12 to 15 days during the month. These winds accelerated the drying out of the landscape.

As October ends the U.S. Drought Monitor showed that over 90 percent of the Minnesota landscape was in at least Moderate Drought, and over 50 percent was in Severe Drought. Becker County falls in the 50 percent of Severe Drought Counties. This is probably the most significant autumn footprint of drought in Minnesota since the autumn of 2012. This should probably come as no surprise since the 2024 September-October time frame shows that on a statewide basis it was the 3rd driest in Minnesota history as well as the warmest in Minnesota history.

U.S. Drought Monitor

Minnesota



October 29, 2024

(Released Thursday, Oct. 31, 2024)

Valid 8 a.m. EDT

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	0.08	99.92	90.69	51.18	0.00	0.00
Last Week *10-22-2024*	0.52	99.48	86.39	42.55	0.00	0.00
3 Months Ago *07-30-2024*	100.00	0.00	0.00	0.00	0.00	0.00
Start of Calendar Year *01-02-2024*	14.82	85.18	40.24	12.42	0.25	0.00
Start of Water Year *10-01-2024*	6.04	93.96	43.28	0.00	0.00	0.00
One Year Ago *10-31-2023*	6.21	93.79	43.67	20.66	0.25	0.00

Intensity:

- None
- D0 Abnormally Dry
- D1 Moderate Drought
- D2 Severe Drought
- D3 Extreme Drought
- D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to https://droughtmonitor.unl.edu/About.aspx

Author:

Brian Fuchs
National Drought Mitigation Center

droughtmonitor.unl.edu

Rules Report – November 2024

Pelican River watershed district

PERMITS ISSUED

No.	Name/Address	Description
24-61	**Jamie Braseth** **608 Shorewood Drive**	SIZ Alterations: Removal of 1 dying Ash tree. Will be replaced with a native species tree at a I: 1 basis and planted in the SIZ.
24-62	**Benedict & Cynthia Lee** **616 Shorewood Drive**	SIZ Alterations: Removal of 2 dying Spruce trees. Will be replaced with a native species tree at a 1:1 basis and planted in the SIZ. Stormwater Mitigation for >25% (5,300 SF - 26.66%) installing 3 infiltration basins for total of 1,280 CF
24-64	**Ian Larson** **23827 Co Hwy 22**	SIZ Alterations: Installation of 75' of riprap with mulch and Vegetation Plantings above the riprap
24-65	**John & Tracy Alin** **23797 Co Hwy 22**	SIZ Alterations: Installation of 75' of riprap with mulch and Vegetation Plantings above the riprap
24-66	**Jeff & Denise Kamstra** **1554 East Shore Drive**	Impervious Surface/ Stormwater Management (Residential >25% impervious Surface): Construction of new garage and installation of new driveway Mitigation for 6,776 SF (30.8%) impervious surface stormwater.
24-67	**Robert & Suzanne Schultz** **19895 Town and Country Estates**	SIZ Alteration: Install 20 ft of riprap with Vegetation (shrubs) planted behind the riprap.
24-68	**Lucas & Lindsay Deeter** **11959 Fern Beach Dr**	SIZ Alteration: Removal of 5 Ash trees (4 dead and I alive) will replace with 6 Native Species (Linden or Maple) planted along the shoreline in the SIZ.
24-69	**Collin Peterson** **26192 Floyd Lake Point Road**	SIZ Alteration: Installation of 100ft of riprap with mulch and vegetation plantings and 4 decorative boulders behind the riprap and a 30 ft x I Oft x 6 inch perched sand blanket with a >6 inch edger in front of the blanket with vegetation planted in front.
24-70	**Jen Rice** **12149 Fern Beach Drive**	SIZ: Land alteration
24-71	**Paul & Pamela Boe** **19879 Town & Country Estate Lane**	SIZ Alteration: Removal of 5 dying Cottonwood Trees. Will be replaced with 5 Silky Dogwoods at a I: I Basis.
24-72	**Michael Ritsche** **27058 Little Floyd Lake Road**	SIZ Alteration: Removal of 3 hazardous Oak trees next to the house. Will be replaced with 3 Birch trees.

PERMITS IN PROCESS

- **Scott Kjos** – Residential Stormwater
- **Hotel Shoreham** – Shore Impact Zone
- **Corey McGillis** - Shore Impact Zone

Rules Report – November 2024

PELICAN RIVER watershed district

PERMITS APPLICATIONS – ENGINEER REVIEWS IN PROCESS

- **Lakes Community Coops (Cenex)**
- **Herzog Roofing**
- **City of Detroit Lakes – Pickel Ball Courts**
- **Becker County – Dunton Locks**

VIOLATION Report

- **Solmon, Marty:** 12044 Cty Rd. 17: Work done in the SIZ without a permit. PRWD is waiting on MN DNR permit decision (work requires a MNDNR permit). DNR has reviewed and cannot issue their permit until the applicant is compliant with local entities. Engineer Monson & Kemper are working on a set of options for Mr. Solomon to bring his property into compliance.

MEETING COMMENTS

- **City of Detroit Lakes – City Council**
  - October 24, 2024 – no comments
- **City of Detroit Lakes – Planning Commission**
  - No meetings since the last report.
- **City of Detroit Lakes – Development Authority**
  - November 7, 2024 – Meeting Cancelled
- **Becker County – Planning and Zoning**
  - October 30, 2024 – No Comments
- **Becker County – Board of Adjustment**
  - November 14, 2024 – No comments