AGENDA

6:15 PM
1. Call To Order

2. Approval of Agenda and Consent Agenda (Administrator’s Report; Secretary’s Report – Sept 13, 2016 Public Hearing and Regular Meeting Minutes; Rules/Permitting Report; Ditch Inspector’s Report)

6:25 PM
3. Progress Reports - Committee Chairs (5 minute reports)
   a. Personnel
   b. Aquatic Plant (Projects 1B & 1C)
   c. Advisory Committee

6:35 PM
4. Old Business
   a. BWSR Clean Water Fund Rice Lake Project Update
   b. Revised Management Plan Update

6:45 PM
Treasurer’s Report
   a. Approve October 2016 Bills
   b. Approve 3rd Quarter Manager Per Diems and Expenses
   c. Approve Fund transfer
   d. Review January – September 2016 Revenue & Expenses – to be filed and subject to audit.

7:00 PM
5. New Business
   a. MAWD Delegate Selection and Resolutions
   b. Sara Noah & Associates Proposal
   c. 2016 Audit Proposal
   d. Fox Lake Request

7:30 PM
6. Public Forum (5 minutes)

7:35 PM
7. Attorney’s Report
8. Engineer’s Report
9. Pulled Consent Agenda Items
10. Announcements – Managers register for MAWD conference in December

7:45 PM
11. Meeting Adjournment

(action items in bold face)
September 13, 2016

Managers Present: Imholte, Haggart, Noyes, Michaelson, Brainard
Managers Absent: Kral, Okeson
Staff: Administrator Guetter, Moses, Anderson
Consultants: None
Advisory Committee: None Others: Susan Brainard

The Public Hearing was called to order by Manager Noyes at 6:22 PM
There were no members of the public present. Manager Noyes closed the Public Hearing at 6:23 PM

The Regular Managers’ meeting was called to order by Manager Noyes at 6:23 PM.

CONSENT AGENDA. The consent agenda, including the September 2016 Administrator Report; Secretary’s Report – August 18, 2016 Regular Managers’ Meeting Minutes, September 2016 Rules/Permitting Report; and September 2016 Ditch Inspector’s Report (Brainard, Haggart), carried unanimously.

PROGRESS REPORTS

Personnel Committee – The committee did not meet.
Aquatic Plant Committee – The committee did not meet.
Citizen Advisory Committee – The committee did not meet.

OLD BUSINESS

a. BWSR/Clean Water Grant – Rice Lake Update. NRCS will be meeting in early October to review work plan items needed for the upper structure and access road.

TREASURER’S REPORT.

a. Approval of September 2016 Claims (Checks 14216-14228; EFT 219-225) in the amount of $41,390.01. Manager Michaelson reviewed the bills noting the pickup truck purchase. Motion to pay September claims, including the OET and Bank of America bills when received, (Michaelson, Brainard), carried unanimously.

b. Fund Transfers. Motion to approve a fund transfer in the amount of $30,000 on 9/2/16 from Bremer Savings to Bremer Checking for pick up purchase and $35,000 on 9/24/2016 from Bremer Bank Savings to Bremer Bank Checking Account (Michaelson, Brainard), carried unanimously.

c. Financial Report. The draft January-August 2016 Revenues and Expenses Report was reviewed by the managers. Motion to approve the draft January-August 2016 Revenues and Expenses Report (Michaelson, Haggart), carried unanimously. The report will be filed for audit.

NEW BUSINESS

a. Review 2017 Preliminary Budget, Levies, Fees and Assessments
The Managers reviewed and approved the 2017 Preliminary Fund Budgets and Fund Levies, Assessments and Fees – see Exhibit A, attached hereto.

PUBLIC FORUM – None

ATTORNEY REPORT—None

ENGINEER REPORT — None.

PULLED CONSENT AGENDA ITEMS – none.
ANNOUNCEMENTS – An AIS Summit with local agencies and the general public is being scheduled to discuss options for Zebra mussel control and the recent Starry Stonewort infestations in nearby lakes. Karl Koening, Becker County AIS Coordinator is organizing the meeting. Staff will forward meeting time and place to the Managers when it has been scheduled.

ADJOURNMENT. Motion to adjourn the meeting at 7:19 PM (Noyes, Michaelson), carried unanimously.

Respectfully Submitted,
David Brainard, Secretary

No tape was made of this meeting.
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Total September Expenses  

|          |        |                                                 | $ 63,399.67 |
## Pelican River Watershed District
### 2017 Preliminary Budgets, Levies, Assessments Fees

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**Notes**

Preliminary 2017 Levies, Assessments and Fees

General: Ad Valorem: $237,000
LMP-01: Ad Valorem: $40,000
SADAFF: Ad Valorem: No assessment
Utility: $250,000 ($27 min/parcel, $55 max/parcel)
Project 1B: $35,000
Project 1C: $65,000
Ditch 11/12: $10,000
Ditch 13: $20,000
Ditch 14: $10,000
Exhibit A

PRWD 2017 Preliminary BUDGET AND TAX RESOLUTIONS

GENERAL FUND

Whereas the Managers of the Pelican River Watershed District have reviewed the current financial reports and have projected District financial needs for 2017;

Whereas a public hearing was advertised and held on September 13, 2016;
Whereas the District's allowable maximum levy for 2017 is $250,000;
Whereas the District preliminary payable levy for 2017 is $250,000;

Whereas the District is entitled to levy an amount in addition to its maximum levy to pay for liability insurance in accordance with MS 466.06;

Whereas the District expects liability insurance premiums to be $7,000 based upon 2016 rates;

Therefore, the Managers approve the Preliminary Budget and payable Ad Valorem levy of $257,000 for the General Fund for 2017.

Motion ___ Imholte ________ Second ___ Michaelson _______ Passed ___ Unanimously ______

PROJECT LMP-01

Whereas the Managers of the Pelican River Watershed District established the LMP-01 on July 15, 2010 and have reviewed financial and projected maintenance fund needs for 2017;

Whereas the District is permitted to levy up to $0.00798% of taxable market value for a period not to exceed 15 consecutive years in accordance with MS 103D.905, Subd. 3;

Whereas the Managers of the Pelican River Watershed District believe that $40,000 is required to undertake Aquatic Invasive Species research, education, treatments, and management to pay the costs attributable to the basic water management features of the Project;

Whereas a public hearing was advertised and held on September 13, 2016;

Therefore, the Managers approve the Preliminary Budget and payable Ad Valorem levy for $40,000 for LMP-01's Maintenance Fund for 2017.

Motion ___ Michaelson ______ Second _____ Haqgart _______ Passed ___ Unanimously ______
STORMWATER UTILITY FUND

Whereas the Managers of the Pelican River Watershed District have reviewed the Stormwater Utility Fund current financial reports and have projected fund needs for 2017;

Whereas the Managers of the Pelican River Watershed District believe that $250,000 required to undertake certain stormwater treatment facility construction and repair;

Whereas a public hearing was advertised and held on September 13, 2016;

Therefore, the Managers approve the Preliminary Budget and adopt the fee schedule with the minimum parcel amount of $27.00 and the maximum of $65.00.

Motion __ Haggart ______ Second __ Michaelson ______ Passed ____ Unanimously ____

PROJECT 1B

Whereas the Managers of the Pelican River Watershed District have reviewed the Project 1B current financial reports and have projected maintenance fund needs for 2017;

Whereas a public hearing was advertised and held on September 13, 2016;

Therefore, the Managers approve the Preliminary budget and assessment for $35,000 for Project 1-B's Maintenance Fund for 2017.

Motion __ Michaelson ______ Second __ Noyes _______ Passed ___ Unanimously ___

PROJECT 1C

Whereas the Managers of the Pelican River Watershed District have reviewed the Project 1C current financial reports and have projected maintenance fund needs for 2017;

Whereas a public hearing was advertised and held on September 13, 2016;

Therefore, the Managers approve the Preliminary budget and an assessment for $65,000 for Project 1-C's Maintenance Fund for 2017.

Motion __ Imholte_________ Second __ Haggart _______ Passed ___ Unanimously ___

DITCH 11-12

Whereas the Managers of the Pelican River Watershed District have reviewed Ditch 11-12 current financial reports and have projected maintenance fund needs for 2017;

Whereas a public hearing was advertised and held on September 13, 2016;

Therefore, the Managers approve the Preliminary budget and an assessment for $10,000 for the Ditch 11-12 Maintenance Fund for 2017.

Motion __ Haggart _______ Second __ Michaelson _______ Passed ___ Unanimously ___
DITCH 13

Whereas the Managers of the Pelican River Watershed District have reviewed Ditch 13 current financial reports and have projected maintenance fund needs for 2017;

Whereas a public hearing was advertised and held on September 13, 2016;

Therefore, the Managers approve the Preliminary budget and an assessment for $20,000 for the Ditch 13 Maintenance Fund for 2017.

Motion Michaelson Second Imholte Passed Unanimously

DITCH 14

Whereas the Managers of the Pelican River Watershed District have reviewed Ditch 14 current financial reports and have projected maintenance fund needs for 2017;

Whereas a public hearing was advertised and held on September 13, 2016;

Therefore, the Managers approve the Preliminary budget and an assessment for $10,000 for the Ditch 14 Maintenance Fund for 2017.

Motion Imholte Second Haggart Passed Unanimously

SADAF

No Assessment
RULES OF ENFORCEMENT

October 2016

Permits Issued

16-49  Randy Gravelle dba Absolute Ice
        1783 North Tower Rd.  Impervious surface coverage over 25%
16-50  Community Alliance Church
        408 Elm St. West  Impervious surface coverage over 1 acre.
16-51  Justin & Amy Koenig
        236 Shorewood Dr.  SIZ alteration: rip rap repair, sand blanket installation
16-52  Robert Seitz
        24354 Clark Gable Rd. Unit 7  SIZ alteration: home expansion
16-53  James McGough
        20010 Cty Rd. 131  SIZ alteration: rip rap
16-54  Arlo & Sandra Brasil
        14368 E. Fox Lake Rd.  SIZ alteration: boat access ramp
16-55  Jon & Kristine Riewer
        2620 Long Lake Rd.  SIZ alteration: rebuild patio
16-56  Jon & Marianne Westlake
        915 Pembina Trail  SIZ alteration: grading and grass establishment
16-57  Tim McPherson
        17744 Long Lake Lane  SIZ alteration: Restoration violation, install beach sand blanket

Permit Applications submitted:

Alan Boehne - 258 Shorewood Dr., impervious surface coverage, need DL city permit
Jeff Forward - 23746 So. Melissa Dr., deck, need BC permit
Jim & Char Becker—20321 Victor Road, retaining wall replacement, waiting for plan from Becker SWCD
John Flatt—14222 East Fox Lake, shoreline restoration, waiting for plan from Becker SWCD
Allen & Robin Larson—26400 Johnson Lake Lane, boat access. They need MN DNR permit prior to PRWD approval.

Violations Under Remediation:

Nelson, Terry—273 Long Lake Lane, work without permit, Stop work order issued. Plan required by 11/15/16.
McLaughlin’s—12211 Hwy 59, Restoration and stormwater plan needed. Waiting for Wenck review of plan.
Pro Resources, Scott Busker—1265 W. Hwy 10, New construction, stormwater plan needed. Refuses to submit application or implement stormwater plan. Contacted Skoyles for assistance 9/26/16.
Golden Bay Shores—Site visits are done regularly and plan is being followed.
MAIN DISTRICT WATER QUALITY INITIATIVES

Targeted Watershed Nutrient Reduction Grant/Rice Lake Project – NRCS met on October 4th to review the set of drawings and discussed changes and additions for the buildable set of plans. Houston Engineering is reviewing the modeling and data. We have requested additional survey notes. On October 24th, Houston Engineering will be field reviewing the project area. See Board of Water and Soil Resources article on the project which is posted on their website at: http://www.bwsrc.state.mn.us/news/webnews/october2016/1.pdf and attached here to.

Fox Lake Property – Residents held an information meeting on September 19 to explore “next” steps and working with the District; see attached letter.

WATER MANAGEMENT RULES
Permits - see enclosed report.

City of DL Shoreland Ordinance Advisory Committee Meeting – At the September meeting, the MN DNR sent the City and committee a draft copy of the newly revised MN DNR Model Shoreland Management Ordinance, to be finalized in October 2016 and will replace the outdated 1989/99 version. The committee was asked to review the updated model ordinance and have comments ready for the October 3rd meeting. PRWD submitted comments and recommendations to the committee. At the October meeting, it was acknowledged that while the city staff and the advisory committee have been diligently working on the ordinance updates, it was agreed that in the long term, it better served the community to use the updated model ordinance (definitions, graphics, language clarifications) as the starting point and to incorporate committee and staff recommendations into this template. The City Attorney will be incorporating the recommended changes into the document and sending out to the committee to review prior to the next meeting on November 11th.

MONITORING

Equipment – Alcott has collected and downloaded all monitoring equipment which was deployed during the 2016 season. All other monitoring equipment has been winterized. Repairs were made to the flow meter and the decontamination machine in preparation for spring. Results are being evaluated, with some notable trends emerging.

Streams – Over the past couple of months, the monitoring equipment captured stream water level responses to rainfall events. In the Campbell creek area where there are notable topographical elevation differences, the loggers recorded several notable rainfall events and the subsequent creek water level response. At the Campbell Creek/Cty Rd 149 crossing, between July 9 and July 11, there was a total of 6.8 inches of rainfall which rapidly raised the creek water level by 4.3 feet, reaching its highest point just over 2 hours after the rain stopped on July 11. On August 29th, the same location received 3.6 inches of rain within 1 hour 18 min. The stream again responded very rapidly, rising 3.3 feet, reaching its maximum level a little over 1 hour after the rain ceased. We are looking into cost-effective water sample products that can collect a sample when the stream reaches a specific (maximum) height without anyone being present or requiring a battery.

Lakes – The 2016 data results show overall the area lakes experienced worse than average water clarity and increased total phosphorous levels, primarily due to the July and August high rainfall events. Water quality in area lakes changed rapidly after the mid-July 6 -inch rain event and continued to decline through the wetter than average late summer fall season. North Floyd experienced the largest negative response where water clarity was recorded at nearly 12 feet before the mid-July storm event and rapidly decreased to 7 feet after July 11th. Other notable monitoring results occurred on Melissa, which was placed on the Zebra mussel infested waters list in 2014, experienced nearly 4 feet greater water clarity than the long term average, both in 2015 and 2016, most likely attributed to lake ecology change caused by Zebra mussels.

EDUCATION

High School Mentor Program – Annika Merkens is shadowing in our office for six weeks (mid Sept – October) from 2:00 – 3:30 each day. We are giving her some hands on work with monitoring, data analysis, permitting and reviews, budgets, education outreach and other district work.
KDLM Radio – Alcott will be the guest on Hodge Podge on October 21st. He will review 2016 lake and stream monitoring results.

**MPR NEWS.**
The District’s Flowering rush project was featured on Minnesota Public Radio the week of October 3rd, “Science brings success in fight against Minnesota aquatic invaders”. See read or hear the podcast: [http://www.mprnews.org/story/2016/10/03/science-aids-fight-minnesota-aquatic-invasive-species](http://www.mprnews.org/story/2016/10/03/science-aids-fight-minnesota-aquatic-invasive-species)

**BWSR Academy** – Alcott and Moses are registered to attend October 24 & 25. Alcott will attend session regarding stormwater, water quality tools, buffers and water planning. Moses is registered for grant tracking and using e-link, as well as networking and education.

**OtterTail Basin Watershed Civic Engagement Training.** Guetter is continuing to attend the monthly training sessions. This month was a two-day overnight session which focused on conflict resolution. The group will continue to meet for one-session in November, December and January and will not meet February, March, April and will conclude with a two-day overnight session in May.

**Permit Information** – Moses has begun collecting information to put together a booklet regarding activities requiring a permit in the shoreland district (1,000 feet from a lake) or shore impact zone (25 – 50ft) to include agency requirements of the District, City and County.

**INVASIVE SPECIES MANAGEMENT**

**Lake Sallie Flowering Rush Research** – The final round of plant surveys on the bulrush/Flowering rush mixed stand treatment plot was completed this past month. Based upon the preliminary 2016 treatment results, the District anticipates applying for a MN DNR permit to treat the remaining 32 acre infested mixed stand area in 2017.

**Zebra Mussels** – Guetter is in touch with U of MN AIS Research Center and is further investigating potential options for keeping populations down and controlling veliger counts.

**2016 Aquatic Invaders Summit, St. Cloud Convention Center October 5-6th** – Guetter presented the Flowering rush project and moderated a session. The conference was well attended with 360 registered attendees. Becker County was well represented with staff from the District, City and Becker SWCD attending, as well as lake citizens from Detroit, Big Sugarbush, Little Floyd, and Island attending.

The plenary speakers included a video from US Senator Amy Klobuchar, Dr. Peter Sorensen, U of MN Aquatic Research Center, Jeff Forester, MN Lake and Rivers Advocates, Mike Hoff, US Fish and Wildlife Service which touched on what is at stake in MN in stopping the spread, what will it take to have a successful program, bold steps needed for ecosystem protection, and building partnerships and local capacity.

Program sessions included regional area meetings to exchange ideas and collaborating on a regional level; technological efforts for control (Genetic medication, geome ), mapping vectors of spread, management and control techniques, outreach and education strategies, motivating behavior changes, economic and ecological impacts, pilot projects for centralized inspections and decontamination.

A notable session was the effects of Zebra mussels on Lake Winnipeg, Manitoba, Canada. The pictures and data were sobering and the presenter repeatedly noted Pelican Lake as the source of their problems.

**Upper Midwest AIS Conference, LaCrosse, WI, October 17-19** – Guetter will be presenting on the District’s Flowering Rush Research Project with a focus on community collaboration.

**Community AIS meeting.** The City of Detroit Lakes, Becker Chamber of Commerce, Lake Detroiters, and Pelican River Watershed District requested the Becker AIS Coordinator, Karl Koenig to hold a community meeting to discuss the recent Zebra mussel listings in area lakes and what we can do as a community to keep out other new invasives such as Starry Stonewort. Enclosed is a flyer for the event which will be held on Monday, October 24th at 2-4 pm at the MN State Community College in Detroit Lakes.

**Roadside Pickup Program (Detroit, Sallie, Melissa)** – Anderson completed the roadside pickup without Kiihn in September as he had other commitments. The piles of aquatic plants were fairly light this fall.
GENERAL ADMINISTRATION

2017 Budget, Levies, Assessments, and Fees- The preliminary budget and fund levies, assessments, and fees were sent to the Becker and Ottertail County Auditor’s office on September 14th.

Financial Audit – We did receive a bill for $3100 to be paid in October for our 2015 Audit now that it is complete with the State Auditor. Because our report was filed so late with the state and the difficulty we experienced in contacting Mr. Rotunda at various times throughout the year, we did contact our previous auditor and asked him to quote our 2016 audit. A copy is attached.

MAWD Conference – Date is set for Dec. 1 -3, 2016 at the Arrowwood Conference Center in Alexandria, MN. Moses will handle registration and hotel arrangements if you would like. We won’t be reserving any rooms unless you have requested us to do so.

Ditch Inspector’s Report
October 2016

Ditch 11/12 – Roger Lundberg was contacted to remove a beaver dam on Campbell Creek, located upstream from 230th St.
Ditch 13 – Tony Burnside is trapping beaver and removing a dam in the Pelican River north of 8th St.
Ditch 14 – Nothing further to report.