PELICAN RIVER WATERSHED DISTRICT
MEETING ANNOUNCEMENT
Regular MONTHLY MANAGERS’ MEETING
Thursday, April 16, 2020
5:00 PM
via TELEPHONE CONFERENCE – See Note
WATERSHED DISTRICT OFFICE
Wells Fargo Bank, 2nd Floor Conference Room
211 Holmes Street West, Detroit Lakes, MN
(218) 846-0436 www.prwd.org

NOTE: Due to the COVID-19 pandemic, Governor Walz under Minn. Stat. § Chapter 12 – Emergency
Management declared a peacetime emergency on March 13, 2020. On March 19th, the Wells-Fargo Building
was closed to the public and will remain closed until further notice. The District has determined an in-person
meeting is not practical or prudent because of the health pandemic. The Regular Managers’ Meeting on April
16, 2020 will be held via telephone conference call or by other electronic means as outlined in Minn.
Stat. §13D.021. Please check the website for further information at www.prwd.org (preferred) or at 218-846-
0436.

AGENDA

5:00 PM
1. Call To Order
2. Approval of Agenda and Consent Agenda (Administrator’s Report; Secretary’s Report –
March 24, 2020 Regular Meeting Minutes, Rules/Permitting Report; Ditch Inspector’s
Report)

5:10 PM
3. Committees and Chair appointments
   a. Personnel, RMP/Rules, Citizen Advisory

5:20 PM
4. Old Business
   a. Rice Lake Update

5:30 PM
5. Treasurer’s Report
   a. Approve April 2020 Bills and 1st Qtr Manager Per Diems & Expenses
   b. Approve Fund transfer
   c. Review January-March 2020 Revenue & Expenses – to be filed and subject to
      audit.

5:45 PM
6. New Business
   a. Resolution to Adopt Watershed Management Plan
   b. Building capacity of Watershed based Funding in Red River Basin

5:55 PM
7. Public Forum (5 minutes)

6:00 PM
8. Attorney’s Report
9. Engineer’s Report
10. Pulled Consent Agenda Items

6:15 PM
11. Announcements

6:20 PM
12. Meeting Adjournment
    (action items in bold face)

To Attend the Meeting via Teleconference Dial In: 1 (872) 240-3412; Access Code: 399-948-973
If you need further help in getting into the meeting contact 218-846-0436. If you wish to address the Board,
please send an email request to prwdinfo@arvig.net at least seven days before the scheduled meeting and include
your name, company, contact information, the topic you would like to discuss, and any written materials. The
board Meeting will run similarly to an in-person meeting. You will sign-in with your full name as we are required to
keep track of who is attending the meeting, just like the sign-in sheet you would see at a physical meeting.
COVID-19 Infectious Disease Pandemic. On March 27, Governor Walz issued the Stay-at-Home order which is being extended to 11:59 PM on May 3, 2020. The Wells-Fargo Building continues to be closed to the public and staff are working from home and only conducting essential work tasks at the office on a very limited basis (payroll, accounting, deposits, permits, file retrieval). Staff is staggering on-premise shifts to maintain social distancing. Permit on-site visits will be scheduled on Tuesdays and Thursdays, or by other arrangement if needed. Stream monitoring will continue as scheduled through this month. We are continuing the District's working from home and make good use of Zoom meetings and other teleconferencing tools to keep connected with each other as well as with other agencies.

MAIN DISTRICT WATER QUALITY INITIATIVES

Targeted Watershed Nutrient Reduction Grant/Rice Lake Project. District is working with BWSR for the grant extension.

WATER MANAGEMENT

Revised Water Management Plan (RMP)—BWSR Board officially approved the 10-year Plan on March 24, 2020 and the District will be formally adopting the approved plan at the April Meeting. BWSR sent notification of the plan approval to the District, MN DNR, County Board and Auditor (Becker & Otter Tail), City of Detroit Lakes, and Becker and Otter Tail SWCD's (enclosure).

One Watershed/One Plan (1W1P) – Ben Underhill, Otter Tail SWCD will present at a future board meeting when COVID-19 orders are lifted.

Rules/Permitting – see enclosed report. Some large site permits have been received and more are expected shortly. Activity with small site projects has not gotten into full swing yet. Staff continues with site visits as needed and processing permits as timely as possible.

Becker County Planning and Zoning Ordinance. No meetings scheduled due to COVID-19.

EDUCATION

Hodge Podge – Mortenson spoke remotely in March and the District will participate in the April 22 Special Segment for Earth Day. This year the theme is Celebrating 50 years of Earth Day through Climate [Change] Action. Earth Hour includes discussing our agency and what we do to mitigate climate change or build resiliency into our ecosystems and provide two things citizens can do right now to help our environment.

Watershed Specialist Training, U of M- Mortenson continues his coursework, learning methods in efficient planning and to identify knowledge gaps. Projects submitted for this course are being applied to real issues faced by the District such as expansion of the Citizen Monitoring Program.

Lake Reports – In anticipation of Lake Association meetings scheduled in June, Moses has been updating the lake report handouts for Detroit Lake, Long Lake, the Floyd Chain, and Sallie and Melissa with 2019 monitoring data, vegetation surveys, shoreline assessments, and other project information collected. Summer intern Connor Haugrud created new templates using historical photos.

Water Fest Cancellation – The City of Detroit Lakes has cancelled the annual Fourth grade Water Festival due to the pandemic. The City has agreed to hold the District’s donation for sponsorship and use it for the 2021 event.

Regional 2021 MAISRC Seminar – Nick Phelps, Director at MAISRC has committed holding a regional seminar in Spring 2021 (such as was held at M State in 2018) for lake managers and involved lake associations to transfer research knowledge for use into the field. Becker COLA is taking the lead on this effort. A big shout out to Becker COLA for getting this scheduled.

MAWA and BWSR Academy Session Planning – Guetter is assisting BWSR with planning the fall BWSR Academy for SWCD, WD, and County staff. The academy focus is on BWSR Programs and “value-added” training.
AQUATIC INVASIVE SPECIES MANAGEMENT

AIS Readiness Response Plan. Nothing further to report. The COVID-19 situation is delaying our meeting. A conference call with Wersal, Guetter, Crowell, and Wolf was postponed by the MN DNR for the first week of April to review the plan. Guetter briefly discussed the plan with Crowell and no red flags were thrown.

AIS Treatment Grant Applications. The District applied for grant funds from the MN AIS County Funds through Becker SWCD.

GENERAL ADMINISTRATION

2019 Annual Report – The report is 90% completed, however, the COVID-19 administrative requirement took some time away from this effort. We will have it ready for the May meeting.

2019 Audit – Due to the COVID 19 outbreak, the Auditor’s will not be travelling to our office. Moses has downloaded and mailed the necessary information and they will be completing the audit from their office. We are still scheduled for April 29 and we may be getting some phone calls that day as questions arise.
DRAINAGE SYSTEM REPORT
April 2020

DITCH 11/12 (Moon Lake to Campbell Lake to North Floyd Lake)
4/8/2020 – Manager Okeson reported beaver dams on Ditch 11, 150 yards north of Becker County 26, noting he has not seen any beaver activity in this area for 30 years! We will monitor the area for recent beaver activity and will trap if necessary.

DITCH 13 (Little Floyd Lake to Big Detroit)
4/1/2020 – Beaver activity noted near PR2A monitoring station. A work order was sent to Josh Campbell to begin trapping and remove dam as needed.

DITCH 14 and BRANCH 1 (HWY 10 to St. Claire Lake to Pelican River)
4/1/2020 – Beaver activity was noted near Dunton Locks. A work order was sent to Josh Campbell to begin trapping and remove dam as needed.

St. Clair High Water. On April 2nd, the District received a phone call noting water levels on St. Clair Lake were rising and expressed concerns the levels were encroaching towards his house. The property owner on a daily basis and at the same time of day, placed stakes at the water's edge to track the rising water levels. In the picture below, each line marks the high-water level for each day for an 8-day period. Mortenson investigated the upstream and downstream drainage area, looking for beaver dams and plugged culverts. The Hwy 59 culvert was plugged with cattail debris and limiting flow through the culvert. MNDOT surveyors determined water was 18” higher on the upstream Lake St. Clair side lake side of the highway than the downstream wetland side. MNDOT promptly removed the cattail debris out of the culvert, but within a day needed to clean out additional cattail bog that floated in and plugged up the culvert again. Mortenson checked the culvert flow on 4/8/2020 and it was flowing at maximum capacity and the water level on the downstream side has risen by almost 12”. MN DOT will be installing a screen in the next few weeks to prevent future buildup of cattail debris. The District will investigate removal of cattail permitting process. The District will continue to monitor the culvert to ensure flow through Ditch 14. MNDOT will locate a screen in the coming days to prevent buildup of debris in the mouth of the culvert. Cattails removal The last couple of years have been in a wet cycle with higher lake levels and coupled with continuous discharge/flows from the new wastewater treatment plant, have increased cattail bogs breaking away from the shoreline and floating into the outlet through the “Go Putt-n-Bump” area.

St Clair lake- south end, April 8, 2020
Stream Monitoring. The stream monitoring season started the week of March 25th. All stream sampling sites were flowing, except CC1 (Campbell Creek at CH 149). On March 25th, he took transparency readings using a “T-Tube” similar to a lake secchi disk, for streams. On the 30th, he deployed the HOBO continuous water level loggers. Mortenson noted a couple staff gauges that need to be replaced and ordered new gauges. He established a new stream monitoring station on Sucker Creek under the lower walk bridge where Sucker Creek leaves the last tamarack wetland. This location will serve as a reference point to compare water quality and flow regimes in more altered streams in the District. Chemical samples will be collected as soon a RMB labs can supply sample equipment (COVID-19 is causing shortages for RMB Labs). Mortenson also notes several beaver dams while monitoring, which are noted in the Drainage System Report section.

Use of GIS technology. Mortenson and the interns will be using a tablet or a smart phone ESRI/GIS app to collect georeferenced data (water levels, sonde readings, secchi, pictures, notes) for lake and stream sites.

Equipment Purchases. Supplies were ordered including chest waders, staff gages, calibration standards, and a new chloride probe for the sonde. We are excited to use the new probe to gather chloride data and it is cost effective and will allow the District to collect more readings.

2019 Monitoring Report – Mortenson completed the report sections for the annual report.

March 2020 Weather

After observing above average precipitation for the first part of the winter (November – January), precipitation in February - March trended drier than the historic average with only 0.58” of precipitation compared to the historic average of 1.39”. Since October 2019, 67.75” of snowfall was recorded in Detroit Lakes, over 20” inches above the average annual snowfall of approximately 45”. Luckily, the drier precipitation months in February and March reduced the flooding potential in Fargo and well as the cooler than average monthly temperatures. March minimum temp dipped down to 3°F and the highest reading was 57°F.

2020 Precipitation

March 2020 Temperature

- Daily Average
- Historic Average
## Permits Issued

<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Address/Area</th>
<th>Approved Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>SS</td>
<td>20-03</td>
<td>Alan Boehne</td>
<td>SIZ-Tree removal</td>
</tr>
<tr>
<td>SS</td>
<td>20-04</td>
<td>Greg Cooper</td>
<td>SIZ-Vegetation removal</td>
</tr>
<tr>
<td>SS</td>
<td>20-05</td>
<td>Jim Ingladad</td>
<td>SIZ-20' vegetative shoreline buffer required for Becker Cty mitigation for over 15% impervious lot coverage.</td>
</tr>
<tr>
<td>LS</td>
<td>18-68</td>
<td>Midtown Dev.</td>
<td>Stormwater plan changes are being made. Additional funds requested and received to cover plan review costs.</td>
</tr>
</tbody>
</table>

## Permit Applications Submitted

**GOV:** City of Detroit Lakes-Police Dept.—803 Summit Ave.  
**GOV:** City of DL-South Shore Park—Application and plans received 4/1/2020. Wenck currently reviewing.  
**LS:** EVCO-1321 11th St. S.E. Application and plans received 4/1/2020. Wenck currently reviewing.  
**SS:** Tyler Brandt-940 South Shore Dr.—10/25/19 Work had been started on the property without a permit. PRWD and City notified contractor of requirements. Application and fee received from Century Builders 4/10/2020.  
**LS:** Midwest Bank-613 US Hwy 10—Addition to west side of current bank building. Application and fee received 4/10/2020.

## Permit Applications Expected

<table>
<thead>
<tr>
<th>GOV</th>
<th>MN DNR</th>
<th>North Shore Drive Public Access</th>
<th>SW Mgmt plan</th>
<th>Guetter &amp; Mortenson have been in contact with MN DNR staff. PRWD is requiring plants rather than rip rap near shore. There is no erosion on this site.</th>
</tr>
</thead>
<tbody>
<tr>
<td>LS</td>
<td>Lakeview Prop.(K&amp;A) Gary Kaiser</td>
<td>26238 130th St.</td>
<td>SW Mgmt Plan</td>
<td>Storage units/condos to be constructed</td>
</tr>
<tr>
<td>LS</td>
<td>Longview Apts</td>
<td>Brainard Blvd</td>
<td>SW Mgmt Plan</td>
<td>Apex inquired if stormwater management had been included in previous plans. It was not. Ledgestone contracting also involved with this project.</td>
</tr>
<tr>
<td>LS</td>
<td>Holiday Inn—Parking lot west of hotel</td>
<td>1155 US Hwy 10 E</td>
<td>SW Mgmt Plan</td>
<td>Apex working on design for rebuild of west parking lot.</td>
</tr>
<tr>
<td>LS</td>
<td>Bristlin Subdiv</td>
<td>Tower Rd &amp; Cty Rd 131</td>
<td>SW Mgmt Plan</td>
<td>Subdivision in planning stage.</td>
</tr>
<tr>
<td>LS</td>
<td>Jay Schurman</td>
<td>West Lake Dr.</td>
<td>SW Mgmt Plan</td>
<td>PUD in planning stage.</td>
</tr>
<tr>
<td>SS</td>
<td>Jim/Char Becker</td>
<td>Floyd Lake</td>
<td>SIZ</td>
<td>Possible removal of retaining wall.</td>
</tr>
<tr>
<td>LS</td>
<td>Branch Creek Vineyard</td>
<td>Hwy 59</td>
<td>SW Mgmt Plan</td>
<td>Apex working on design.</td>
</tr>
</tbody>
</table>
2020-2021 Projects Discussed during 1/17/2020 meeting
(PRWD: Mortenson City of DL: Remmen, Klemm, Pratt)
1. South Washington Avenue reconstruction—Willow St. to West Lake Dr.
2. West Lake Drive reconstruction
3. Museum redevelopment
4. Bob Spillman—29 unit condo development on Highland Dr.
5. Ridgeview 1st Addition—Long Lake area.
6. Also discussed other potential redevelopment projects in early planning stages.

Progress Report

Becker County Museum Building Project—Nothing further to report.
Pelican River/Storm sewer Repair—Feldt will install new structures to pond; remove old concrete structure/install rip rap along river bank. Per Feldt 11/14, the water level is too high to repair this fall. Work will be done spring 2020.
Long Lake Lane—The City has informed the District they are working on vegetation establishment in ditch checks which will loosen soils to allow drainage. We will continue to monitor in spring and summer 2020.

18-41—Highland Estates: City approved changes to the PUD. Permit will need to be updated prior to work being done north of Lemmon Road. Mortenson to follow up with Apex.
Jeff Andrews—1718 F Shore Dr—removing impervious surface to stay under 25% by 6-6-20 to comply with City ordinance.
Golden Bay Shores: City of Detroit Lakes requiring fence on top of retaining wall, building debris must be cleaned up, berm and pressure ridge needs to be in place, and lawn and signage needs to be complete.