AGENDA

6:15 PM
1. Call To Order
2. Approval of Agenda and Consent Agenda (Administrator’s Report; Secretary’s Report –December 15, 2011 Regular Meeting Minutes; Rules/Permitting Report; Ditch Inspector’s Report)
3. Election of 2012 Officers

6:35 PM
4. Progress Reports - Committee Chairs (5 minute reports)
   a. Personnel
   b. Aquatic Plant (Projects 1B & 1C)
   c. Advisory Committee

6:50 PM
5. Old Business
   a. Rice Lake Project Update

7:00 PM
6. New Business
   a. Selection of Depository
   b. Selection of Official Newspaper – Detroit Lakes Record/Tribune
   c. 2012 Pay Equity Report
   d. 2012 Salary /Benefit Considerations
   e. CWP Pearl Lake Contract Amendment
   f. AIS Legislative Forum (January 2011) Update
   g. Meeting Date For February
   h. Rice Lake – NRCS Access Easement

8:30 PM
7. Public Forum (5 minutes)

8:35 PM
8. Treasurer’s Report
   a. Approve January Bills
   b. Review January – December 2011 Revenue and Expenses – to be filed and subject to audit.

9. Attorney’s Report
10. Engineer’s Report
11. Pulled Consent Agenda Items

8:45 PM
12. Announcements

8:50 PM
13. Meeting Adjournment

(action items in bold face)
MAIN DISTRICT WATER QUALITY INITIATIVES

1. Upper Pelican River Watershed District Project.
   Rice Lake
   a. DNR Lessard-Sams Grant. Nothing further to report. Waiting on well sealing to be completed by Rodewald’s on Seiwert property.
   b. BWSR – Clean Water Legacy Grant – Closed on Wood easement, preparing Seiwert agreement documents. Still waiting on Ramstad to complete draft agreements for 5 additional parcels/modifications.

2. MPCA CWP Grant - Pearl Lake Subwatershed Diagnostic Study.
   Modeling. Nothing further to report. Pearl sub-watershed modeling work will commence later part of January after district-wide 2011 monitoring assessments/reports have been completed
   Assessment/Monitoring. Nothing further to report. Groundwater study (Merritt) will commence upon workplan agreement execution. Pearl sub-watershed assessment work will commence later part of January after district-wide 2011 monitoring assessments/reports have been completed
   Reporting – Agreement amendments are in the process of execution (next week meeting agenda item).
   Citizen Involvement- nothing further to report.

WATER MANAGEMENT RULES


EDUCATION

Website (www.prwd.org) /Facebook: Zachay added current legislative summit information and news links.
Umberg updated Monthly meeting notes sections.

Radio. Guetter promoted upcoming AIS legislative Summit with Jake Judd on January 9th.

Lessard-Sams Outdoor Heritage Stakeholder Forum “Is the Legacy Amendment money going to projects and programs as voters expected?” and MN DNR Roundtable Conference. Guetter attended the meetings held in St. Paul, January 5-7, 2012. At the LSOH Forum panel discussions were held by legislators, conservation leaders, Lessard-Sams council members, and others on the status of funded projects, challenges encountered, and future directions. Panelists were subjected to a number of pointed questions! The MN DNR Roundtable, a 2-day event, consisted of plenary sessions (Gov. Dayton, DNR Comm Landwehr, NRCS State Con. Don Baloun) and concurrent sessions - Fisheries (Large Lake updates, fisheries habitat programs/projects, regulations, AIS and Fish Tournaments, Zebra Mussels and Angling), Wildlife (Game & Fish Fund depletion status, population management/variou wildlife hunting seasons, Habitat update, Research and Health, Waterfowl Management Areas, Walk-in Access pilot program), and Ecological/Water Resources (Healthy watersheds, groundwater, targeting conservation, strategic direction for AIS, Asian Carp, Pelican River Watershed District perspective on AIS, Lake Association perspective on AIS, emerging roles, responsibilities and partnerships, and 2012 AIS TRACT - inspection, decontamination, lake service provider, enforcement, public access retrofits. Legislative activities). Needless to say, AIS was BIG at this conference! Guetter presented on local efforts.

COLA – Though regular COLA meetings are not held during the winter months, the Executive Committee under Hecock’s leadership met in December and will continue meetings to draw up plans for 2012. The Next Step Project, a joint project with RMB Labs was funded by BWSR, and involves an assessment of water quality conditions and monitoring needs on 20 lakes. Hecock has completed analysis of an on-line survey of property owners – some of the findings have general relevance for PRWD and other lakes.
animal problems (Zebra Mussels, Spiny waterflea, asian carp, etc), economic impacts, scientific research needs, stakeholder concerns, legal issues, partnerships.

Becker County AIS Task Force – Guetter and Hecock have continued meeting with both the task force and its subcommittees – some progress has been made towards developing a plan for a county-wide response to the AIS threat. The outcomes are expected to include changes in enforcement, inspection, education, Lake-Service Provider training, funding, and rapid response planning. Zachay spent a few days compiling DNR permitted fishing events and County permitted special events to maps lakes with these events compared to lakes that are infested with Zebra mussels. Some of the lakes with the most events in 2011 were lakes that are infested with Zebra mussels.

Ditch Inspector's Report

Ditch 11/12- Nothing further to report.
Ditch 13- Nothing further to report
Ditch 14- Nothing further to report.

January 2012
THE PELICAN RIVER WATERSHED DISTRICT OF
BECKER AND OTTERTAIL COUNTIES
MINUTES OF REGULAR MEETING

December 15, 2011

Managers Present: Kral, Okeson, Brainard, Imholte, Jordan, Wickum
Managers Absent: Haggart

Staff: Administrator Guetter, Monica Zachay, Terry Anderson, Dick Hecock (4:45PM)
Consultants: Attorney Lisa M. Tufts. Engineer Marlon Mackowick
Advisory Committee: John Okeson, Becker County Commissioner Others: Rick Kalinowski

The Regular Managers’ meeting was called to order by President Kral at 4:31 PM.

CONSENT AGENDA. The consent agenda, including the December Administrator Report; Secretary’s Report - November 17, 2011 Regular Managers’ Meeting Minutes; December Rules/Permitting Report; and December Ditch Inspector’s Report (Brainard, Okeson), carried unanimously.

PROGRESS REPORTS
Personnel Committee – Due to committee scheduling conflicts, Haggart reported the committee will meet in early January 2012 for Administrator Guetter annual review.
Aquatic Plant Committee – The committee did not meet.
Citizen Advisory Committee – Host some listening/coffee type discussions.

OLD BUSINESS
a. Rice Lake Nutrient Reduction Project – Guetter reported waiting over two months for draft easement agreements from Ramstad. **Motion to authorize Lisa Tufts to draft easement agreements with review by Ramstad (Kral, Okeson), carried unanimously.**

NEW BUSINESS
a. 2012 Final Budget and Levy/Assessments. The Managers reviewed the 2012 Final Budgets and Tax Resolutions. **Motions for “The Pelican River Watershed District 2012 Final Budget and Tax Resolutions” were made and carried per attachments.**

b. 2011 Year-end Inter-fund Transfers – The year end 2011 inter-fund transfers were presented and discussed. **Motion to accept the PRWD 2011 Inter-fund Transfers per attached resolution, (Imholte, Jordan), carried.**

c. MAWD Annual Meeting Delegate Report – Kral briefly highlighted notable sessions, commented on the business meeting, and reported the District’s resolution to transfer permitting authority from DNR Fisheries Division to AIS Specialists within the EcoWaters Division was approved by the assembly.

d. Parcel Transfer Request – Rick Kalinowski. Mr. Kalinowski owns a 27-acre wetland tract off of Long Bridge Road north of the Deadshot Bay Condominiums. Mr. Kalinowski stated he was interested in transferring the property to the District. He stated he had approached the MN DNR, but since the parcel is located within the City of Detroit Lakes limits, the agency would not accept the property. After discussions, the managers generally agreed to not accept the parcel due to a lack of environmental use/benefit to the District. No action taken.

e. MEETING BREAK - The meeting recessed for a 10 minute break.

PUBLIC FORUM – NONE

TREASURER’S REPORT.

a. December Bills. The monthly bills were reviewed. **Motion to pay December bills, (Imholte, Wickum) carried.**

b. Financial Report. The January-November 2010 Revenues and Expenses Report was reviewed by the managers. **Motion to approve the Jan-Nov 2011 R & E Report (Imholte, Okeson), carried unanimously.** The report will be filed for audit.

ATTORNEY REPORT– Nothing further to report.

ENGINEER REPORT – Nothing further to report.

PULLED CONSENT AGENDA ITEMS- NONE

ANNOUNCEMENTS – Aquatic Invasive Species Legislative Summit, Saturday, January 14, 2012, Detroit Lakes Community College, 9AM – 12PM.

ADJOURNMENT. Motion to adjourn the meeting at 6:11 PM (Brainard, Kral), carried unanimously.

Respectfully Submitted,
David Brainard, Secretary

No tape was made of this meeting.
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 2012;

Whereas a public hearing was advertised and held on September 13, 2011;

Therefore, the Managers approve an assessment for $95,000 for Project 1-C’s Maintenance Fund for 2012.

Motion: Wickum Second: Imholte 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 2012;

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 $138,000 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, 2011;

Therefore, the Managers approve the payable ad valorem levy for $138,000 for LMP-01’s Maintenance Fund for 2012.

Motion: Imholte Second: Brainard Passed: Unanimously
PRWD 2011 INTERFUND TRANSFERS

WHEREAS, records are kept of time spent for work on behalf of the 1B & 1C Projects, LMP-01, ditches, SADAF and water management;

WHEREAS, costs of preparing permit applications, reports, and general supervision are directly attributable to 1B & 1C Projects, LMP-01, ditches, monitoring and water management;

WHEREAS, portions of certain insurance costs, office space, and other District expenses are directly attributable to 1B & 1C Projects, LMP-01, ditches, monitoring and water management;

WHEREAS, the 1B & 1C Projects must pay the Project Implementation Fund for expenses relating to the routine maintenance, storage, supplies, and fuel for the harvesting machines and other equipment, and other designated management of aquatic plants;

WHEREAS, the LMP-01 Project fund is providing a cash match for the DNR Volunteer Watercraft Inspection Grant to help prevent and contain the spread of aquatic invasive species;

THEREFORE, the Managers approve the following transfers:

YET 1301-A YET 1301-B $ 4,000 from 1-B to the General Fund
YET 1302-A YET 1302-B $ 4,000 from 1-C to the General Fund
YET 1303-A YET 1303-B $ 2,000 from Ditch 11-12 to the General Fund
YET 1304-A YET 1304-B $ 2,000 from Ditch 13 to the General Fund
YET 1305-A YET 1305-B $ 2,000 from Ditch 14 to the General Fund
YET 1306-A YET 1306-B $ 50,000 from Utility to the General Fund
YET 1307-A YET 1307-B $ 2,585 from 1-B to the Harvest PIF
YET 1308-A YET 1308-B $ 2,585 from 1-C to the Harvest PIF
YET 1309-A YET 1309-B $ 23,000 from SADAF to the LMP-01
YET 1310-A YET 1310-B $ 7,000 from LMP-01 to the General Fund
YET 1311-A YET 1311-B $2,209.56 from LMP-01 to the DNR WWI Grant

Motion Imholte  Second Jordan  Passed Unanimously

David Brainard, Secretary- Pelican River Watershed District

Date Approved: _______________

#### Permits Issued:

<table>
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<tr>
<th>Permit</th>
<th>Name</th>
<th>Address</th>
<th>Project Type</th>
<th>Contact</th>
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<tbody>
<tr>
<td>11-41</td>
<td>Jeff Perkins</td>
<td>24235 Woodland Lane</td>
<td>Rip Rap/Native Planting</td>
<td>Sallie</td>
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#### Projects Currently in Review with Engineer:
- Union Central St. / Washington Ave

#### Other Projects:
- NA
RESOLUTION OF THE PELICAN RIVER WATERSHED DISTRICT

WHEREAS the Pelican River Watershed District designated TERA L. GUETTER, PRWD ADMINISTRATOR, as Project Representative for the implementation of the Pearl Lake Diagnostic Phase 1 - Clean Water Partnership Project. The Project Representative shall have the authority to represent the Pelican River Watershed District in all Project matters that do not specifically require action by the District.

WHEREAS the Pelican River Watershed District, as Project Sponsor, entered into the Minnesota Clean Water Partnership Project Grant Agreement along with the Minnesota Pollution Control Agency to conduct the Pearl Lake Diagnostic - Clean Water Partnership Project.

WHEREAS, on March 3, 2010 the Pelican River Watershed District, authorized TERA L. GUETTER, ADMINISTRATOR, to execute the Minnesota Clean Water Partnership Project Grant Agreement for the above referenced project on behalf of the District.

BE IT RESOLVED by the Pelican River Watershed District that as Project Sponsor, the Pelican River Watershed District enters into the Minnesota Clean Water Partnership Project Amended Grant Agreement along with the Minnesota Pollution Control Agency to conduct the Pearl Lake Diagnostic - Clean Water Partnership Project as specified in the Revised Work Plan (November 2011) and Revised Work Plan Budget (November 2011).

BE IT FURTHER RESOLVED by the Pelican River Watershed District that TERA L. GUETTER, ADMINISTRATOR, be authorized to execute the Minnesota Clean Water Partnership Project Amended Grant Agreement for the above referenced project on behalf of the District.

WHEREUPON the above resolution was adopted at the Pelican River Watershed District Board of Managers Meeting this January 19, 2012.

STATE OF MINNESOTA

County of Becker

I, David Brainard, Pelican River Watershed District Manager, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the Pelican River Watershed District, that I have compared the above resolution with the original passed and adopted by the Pelican River Watershed District of said Regular Managers’ Meeting thereof held on January 19, 2012 that the above constitutes a true and correct copy thereof, that the same had not been amended or rescinded and is in full force and effect.

In WITNESS WHEREOF, I have hereunto placed my hand and signature this 19th of January, 2012.

[Signature]
David Brainard, Pelican River Watershed District Secretary