



Mission: To protect and enhance the quality of water in the lakes within its jurisdiction....ensure wise decisions are made concerning the management and related land resources which impact these lakes.

PELICAN RIVER WATERSHED DISTRICT
MEETING ANNOUNCEMENT
Regular MONTHLY MANAGERS' MEETING
Thursday, April 18, 2013
6:15 PM
WATERSHED DISTRICT OFFICE
Wells Fargo Bank, 2nd Floor Conference Room
211 Holmes Street West, Detroit Lakes, MN
(218) 846-0436 www.prwd.org

AGENDA

Minutes

- 6:15 PM
1. Call To Order
 2. Approval of Agenda and Consent Agenda (Administrator's Report; Secretary's Report –*March 21, 2013 Regular Meeting Minutes*; Rules/Permitting Report; Ditch Inspector's Report)
- 6:20 PM
3. Progress Reports - Committee Chairs (5 minute reports)
 - a. Personnel
 - b. Aquatic Plant (Projects 1B & 1C) – *subject pending agreement - M. G. ...*
 - c. Advisory Committee
- 6:40 PM
4. Old Business
 - a. Rice Lake Project Update
 - b. St. Clair TMDL Update
- 7:00 PM
5. New Business
 - a. Pearl Lake CWP Grant Extension – *NO*
- 7:30 PM
6. Public Forum (5 minutes)
- 7:35 PM
7. Treasurer's Report
 - a. **Approve April Bills**
 - b. Review January-March 2013 Revenue and Expenses – to be filed and subject to audit.
 8. Attorney's Report
 9. Engineer's Report
 10. Pulled Consent Agenda Items
- 8:00PM
11. Announcements
 -
- 8:05 PM
12. Meeting Adjournment

(action items in bold face)



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

March 21, 2013

Managers Present: Kral, Okeson, Brainard, Imholte, Haggart, Nansen, Jordan

Managers Absent: NONE

Staff: Administrator Guetter, Terry Anderson

Consultants: Attorney Lisa M. Tufts, Marlon Mackowick, Wenck Assoc.

Advisory Committee: NONE **Others:** NONE

The Regular Managers' meeting was called to order by President Kral at 6:15 PM.

CONSENT AGENDA. Motion to approve the consent agenda, including the March Administrator's Report; Secretary's Report – February 21, 2013 Regular Managers' Meeting Minutes; March Rules/Permitting Report; and March Ditch Inspector's Report (Brainard, Okeson), carried unanimously.

PROGRESS REPORTS

- a. **Personnel Committee** – Guetter reported Jon Staldine was hired for the Assistant Administrator position. He is moving from Montana and will start on April 1st.
- b. **Aquatic Plant Committee** – The committee met on Wednesday, February 24th to review the 2013 DNR AIS Flowering rush control permit applications for Detroit, Curfman, Sallie, and Melissa lakes. The managers discussed the sale of 2 harvesters and a truck. **Motion to advertise the following: (1) large harvester, including trailer, chains and extra parts; (2) small harvester (1988) - no trailer or extra parts included; and (3) 1972 GMC truck (Imholte, Kral), carried unanimously.**
- c. **Citizen Advisory** – Nothing further to report.

OLD BUSINESS

- a. **Rice Lake** –Marlon Mackowick reviewed additional costs, in the amount of \$31,416, for additional project engineering and permit application preparation due to incremental increases to the original scope of work over an extended time period. **Motion to approve the additional engineering costs for the Rice Lake Project in the amount of \$31,416 (Nansen, Haggart), carried unanimously.** Mackowick also reviewed the updated estimated construction costs for Anchor and Richwood road improvements which are significantly higher than originally estimated due to several factors including: additional grading/restoration work on Richwood road, excavation/fill of granular material beneath the concrete box culverts, and quantities of clay/aggregate for Anchor road; dewatering expenses; and increased construction costs (due to competition from western ND activity) The District will review the updated figures with NRCS.
- b. **St. Clair Lake TMDL Update** – Guetter reported a meeting with city staff will be held in mid-April to review the draft nutrient load allocations and model assumptions. A public meeting will be scheduled to review the draft TMDL plan and receive public comment/input in May.
- c. **Legislative Update** – Kral and Guetter attended the MAWD legislative days in St. Paul. The proposed, "Sales Tax Reform" by Governor Dayton has been withdrawn. Kral and Guetter apprised area legislators of district activities including the Flowering rush research project and in-lake treatments. Guetter also attended the Association of District Administrator's meeting. MPCA and BWSR staff reviewed the "One Watershed Plan" concept.

NEW BUSINESS – NONE.

PUBLIC FORUM – NONE

TREASURER'S REPORT.

- a. **Approval of Claims #13572-13584 (\$ 14,960.72).** The monthly bills were reviewed. **Motion to pay March 2013 bills (Imholte, Jordan) carried unanimously.**
- b. **Financial Report.** The January-February 2013 Revenues and Expenses Report was reviewed by the managers. **Motion to approve the draft January-February 2013 R & E Report (Imholte, Haggart), carried unanimously.** The report will be filed for audit.
- c. **Approval of 1st Quarter 2013 Manager per diems # 13590-13596 (\$2,562.68) and expenses # 13597-13603 (\$267.82).** **Motion to approve 1st quarter 2013 Manager per diems and expenses (Imholte, Brainard), carried unanimously.**

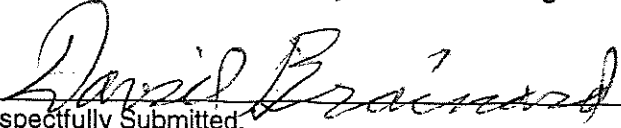
ATTORNEY REPORT–Reported on remaining Rice Lake flowage agreements.

ENGINEER REPORT –Covered under Rice Lake Update.

PULLED CONSENT AGENDA ITEMS- NONE

ANNOUNCEMENTS - NONE

ADJOURNMENT. Motion to adjourn the meeting at 8:29 PM (Brainard, Haggart), carried.


Respectfully Submitted,
David Brainard, Secretary

Meeting Approved : _____

Pelican River Watershed District Administrator Monthly Report

April 12, 2013
www.prwd.org

MAIN DISTRICT WATER QUALITY INITIATIVES

- **Upper Pelican River Watershed District Project.**
Rice Lake Wetland Nutrient Reduction Project – A joint project meeting is scheduled on April 24th with NRCS, PRWD, and WENCK to review remaining work items and costs.
- **MPCA CWP Grant - Pearl Lake Sub-watershed Diagnostic Study.** The District is requesting an extension to the grant.
- **Lake St. Clair TMDL.** A meeting with DL City staff is scheduled for April 16th to review nutrient load allocations. Last week, Guetter met with City Administrator Bob Louiseau and Public Utilities General Manager Vernell Roberts to review preliminary figures. A public meeting will be held in the May timeframe.

WATER MANAGEMENT RULES

- **Permits** - see enclosed report. No permits issued in March or mid-April. The District commented on two City variance requests this past month. The District continues to monitor variance requests and other City and County planning/zoning actions.

EDUCATION

Website Updates – Moses updated the reports and permits section of the website.

2013 MN Environmental Congress. The day was structured with several plenary presentations throughout the day, in addition to breakout sessions focused on the topic areas of Water, Land, Energy/Air, and Climate and featured expert panelists such as Will Steger (polar explorer), Patrick Hamilton (MN Science Museum), David Minge (US Congressman – Ag certification program), Peter Sorenson (U of MN AIS), Deb Swackhamer (U of MN – Water Resources), Lee Frelich (U of MN – Forestry), Susan Haigh (MET Council), Olga Selifonova (Reluceo – polymers/bioplastics), Mark Seeley (Climatologist – U of MN), Bob Johnson (Insurance Federation), Shalini Gupta (CEED – energy/climate change). Governor Dayton and US Senator Amy Klobuchar also.

The session's PowerPoints can be viewed at <http://mn.gov/EnvironmentalCongress/march15.html>. A video of the day's proceedings will also be made available – I will pass this information when received. It was one of the best one-day educational sessions I have ever attended – very rich with scientific findings/developments/trends.

COLA – Representatives from COLA (mainly Halbakken) have been working hard at the legislature to ensure that improvements are being made to the state's AIS prevention program. COLA involvement with the County AIS program development continues.

MONITORING, DATA COLLECTION AND MANAGEMENT

Weather and Climate data. Hecock continues to compile data from local weather reporting stations (mostly KDLM). So far this year (through March) there has been 5.6 inches of precipitation – that is twice the average, and more water than in any year for the last 20. Much of that water is still on the ground – very little has begun to move through the system. Lake levels appear to be up too. DL Newspapers incorporated some of Hecock's remarks and data in a recent article on lake ice.

Responding to requests from Lake Detroiters and Long Lake Association, Hecock has been preparing data for their use in informing their members about water quality matters.

2013 Monitoring Program – Staldine, Guetter & Hecock are drafting a monitoring program for the 2013 season, based on records and results of monitoring programs in previous years.

Guetter, Hecock and Moses have greatly enjoyed acquainting Jon with the District.

GENERAL ADMINISTRATION

2012 Annual Report. We are anticipating completion of the report later this month.

Advisory Committee /2015 Revised Management Plan –Nothing further to report.

AQUATIC PLANT MANAGEMENT

Becker County AIS Committee. The committee met on April 11th to review the County's hiring progress with AIS coordinator position. The County formed an interim AIS "pod" comprised of county staff to assist with some of the position's duties. It is anticipated the coordinator will start mid-May. Committee members Kevin Tinjum and Guetter will sit in on interviews.

Lake Detroiters and several other lake association groups, requested the Becker County Commissioners to consider entering into a DNR delegation agreement to enable the county to perform AIS inspections at public accesses, including the ability to deny launch if not compliant with MN statutes and to decontaminate equipment. DNR grant funds (up to \$25,000), are available to governmental units that have entered into a delegation agreement which can be used to hire basic watercraft inspectors (level 1) and watercraft inspectors which are trained in decontamination (level 2). This year, the DNR has entered into 24 delegation agreements with other governmental units (counties/cities) including Hubbard, Ottertail, Douglas, and Carver counties.

However, the commission raised concerns over certain indemnification language within the agreement. At this point, the direction the county is taking for 2013 is to continue with the volunteer watercraft inspection program (in past years mostly dependent upon riparian property owners) and will try to enlist the greater public, including service clubs and organizations, to volunteer their time with this effort. Training sessions are scheduled for April and May.

Flowering Rush Research & Treatment – Guetter/Staldine prepared the 2013 Flowering Rush treatment permits and the proposed treatment area maps for Big & Little Detroit, Sallie, Curfman, and Melissa. The District is still waiting on a report from Madsen on the results from the 2012 treatment season.

MN DNR AIS Advisory Group – the committee met to finalize the group's charter, review 2012 DNR watercraft inspection program. Guetter was elected vice chair of the group. The committee meets on April 25th to review AIS prevention practices, goals, strategies, measures and recommend new actions.

Ditch Inspector's Report April 12, 2013

Ditch 11/12- Nothing further to report

Ditch 13- Nothing further to report.

Ditch 14- Nothing further to report.

PRWD Rules of Enforcement Report - April 12, 2013

Permits Issued: None

Projects Currently in Review with Engineer: MN DOT HWY 10/59 Improvements

Other Projects:

- ***Emmanuel Community Addition***
- ***Wenner Road – City of Detroit Lakes***
- ***Essentia Health***



THE PELICAN RIVER WATERSHED DISTRICT OF
BECKER AND OTTERTAIL COUNTIES
MINUTES OF SPECIAL MEETING
2013 WORK PLAN

March 20, 2013

Managers Present: Kral, Brainard, Imholte, Haggart, Nansen

Managers Absent: Okeson, Jordan

Staff: Administrator Guetter, Brenda Moses

Consultants: NONE

Advisory Committee: NONE **Others:** NONE

The Special 2013 Work Plan meeting was called to order by President Kral at 4:10 PM.

Staff presented the proposed 2013 Work Plan for Managers' review and approval. The work plan implements the goals and objectives outlined in the District's 2005-2014 Revised Management Plan. The work plan is structured according to the RMP outline - broad District-wide activities and more specific activities within Lake Water Quality Management areas.

District-Wide Activities – Managers generally agreed to the proposed activities.

Lake Water Quality Management Area Activities

Sallie/Melissa – No additions/changes

Detroit/Rice – No additions/changes

Long – No additions/changes

Floyd/Campbell – No additions/changes

Pearl/Loon – No additions/changes

Small Lakes – No additions/changes

Fox/Monson – Addition by Brainard – *Advocate for Monson Lake listing for Becker County ISTS compliance Study*

Brandy – No additions/changes

Adjournment. Motion to adjourn the meeting at 5:41 PM (Kral, Imholte), carried unanimously.

Respectfully Submitted,
David Brainard, Secretary

No tape was made of this meeting.

Meeting Approved : _____

District-Wide Goals **Continuing** **2013 New Activities** **Staff/Time Allocation** **New Resources Required**

<p>Education</p> <ul style="list-style-type: none"> Publications, support of organizations, etc Recruit more volunteers Upgrade website Awards/Demo Projects Forums on various topics 	<p>(see also Water Management, and BMP's)</p> <ul style="list-style-type: none"> Tours for Managers and Advisors Presentations for service groups, lake associations, classes, fair booth, water festival, boat show Assistance to educational programs Publish annual summaries, lake info sheets Website/Facebook Continuing education for managers and staff - workshops, conferences (GF) Support of LA's and COLA News articles/Monthly Hodge Podge radio Updates to City/County Becker and MN State AIS task forces 	<ul style="list-style-type: none"> Convene Citizen Advisory Committee 	<p>Guetter - 15% (Full time) Moses - 15% (Full time) Staldine - 20% (Full time) Hecock - 25% (1/4 time)</p>	<ul style="list-style-type: none"> \$5,000 - Sucker Creek Preserve DNR Grant Match - UTY
<p>Data Collection (monitoring)</p> <ul style="list-style-type: none"> Maintain monitoring program Upgrade monitoring equipment Prepare lake-specific evaluations Integrate monitoring and GIS More citizen volunteers Coordinate with other agencies 	<ul style="list-style-type: none"> Update monitoring plan, including shoreline surveys and special needs Execute monitoring plan Recruit additional monitoring volunteers Employ one - two summer interns Add more lakes as determined Training/seminars/conferences/courses Analyze data; submit to state/fed sites 	<ul style="list-style-type: none"> Train Assistant Administrator 	<p>Guetter - 5% (Full Time) Staldine - 20% (Full Time) Hecock - 25% (1/4 time) Interns - seasonal Moses - 10% (Full Time)</p>	<ul style="list-style-type: none"> \$20,000 - AG BMP cost share (UTY - Grant Match) \$35,000-40,000 - St. Clair Lake TMDL (UTY) \$251,000 - Rice Lake, Easement (UTY - Grant Match)
<p>BMP's to Reduce Phos. and Sediment</p> <ul style="list-style-type: none"> Promote BMP's Promote, acquire buffer zones 	<p>(see also Water Mgmt Reg and Educ sections) Encourage vegetative buffer easements along riparian areas</p> <ul style="list-style-type: none"> Encourage other BMP's Restore-the-shore - HWY 10 overlook maintain. 	<ul style="list-style-type: none"> Partner with NRCS for Ag BMP implementation for Campbell Creek Complete Rice Lake Project 	<p>Guetter - 30% (Full Time) Staldine - 10% (Full Time)</p>	
<p>Water Mgmt. Regulation (incl permitting)</p> <ul style="list-style-type: none"> Advocate regulations to promote water quality Advocate rigorous and consistent enforcement of District and other rules Coordinate with other units of government 	<p>(see also BMP's and Education sections) Continuous rigorous and consistent enforcement of Rules</p> <ul style="list-style-type: none"> practice oversight on County and City activities relating to water quality Advocate for City, County and State water quality enhancement Serve on inter-agency committees and panels Update Website - Permit information/location links 	<ul style="list-style-type: none"> Update Permit forms Train Assistant Admin - shoreline alteration and small site impervious surface permits. 	<p>Guetter - 10% (Full Time) Staldine - 30% (Full Time) Moses - 25% (Full-time) Becker SWCD</p>	
<p>Lake Management Planning</p> <ul style="list-style-type: none"> Promote LMP concept; encourage adoption of special protection zones 	<ul style="list-style-type: none"> Continue to motivate and assist lake associations to become proactive in promoting planning Encourage the adoption of special protection zones (see also Water Management Reg) Project 1B/1C Aquatic Vegetation Management 	<ul style="list-style-type: none"> Complete St. Clair Lake TMDL implementation plan - Continue Revised Management Plan Update Process Flowering Rush In-Lake treatment Research studies Complete PRWD /DNR Aquatic Plant Vegetation Management Plans - B & L Detroit, Curran, Sallie, Melissa; Public Input; Develop Rapid Response Plan for new AIS infestations 	<p>Guetter - 25% (Full Time) Staldine - 15% (Full Time) Hecock - 50% (1/4time)</p>	
<p>Septic System Management</p> <ul style="list-style-type: none"> Encourage septic BMP's, and rigorous enforcement of regulations 	<ul style="list-style-type: none"> Monitor permits for installation of ISP's Support BC Septic inspection program Encourage cluster systems (Sallie/Melissa) Promote alternative approaches Work with landowner groups and local govts. 	<ul style="list-style-type: none"> Continue to advocate for Little Floyd's inclusion in BC Septic System Inspection program. 	<p>Guetter - N/A</p>	
<p>Ditch Management</p>	<ul style="list-style-type: none"> Ensure proper ditch management - (Beaver) 	<ul style="list-style-type: none"> Rice Lake Project Requirements Campbell Creek buffers Fund Balances 	<p>Guetter - 5% (full Time)</p>	
<p>General Administration</p> <ul style="list-style-type: none"> Project overview, grants, reports, budgets, payroll, etc; equipment maintenance 	<ul style="list-style-type: none"> Ensure productive employees Maintain positive workplace conditions Plan and manage finances; 2012 Audit Office Equipment Updates Annual Report 	<ul style="list-style-type: none"> Update 2 computers (Staldine; Hecock/interns and software (Microsoft Office/Windows, GIS) Train Office Manager & Assistant Administrator 	<p>Guetter - 10% (full Time) Staldine - 5% (Full Time) Moses 50% (full time)</p>	

Lake Water Quality Management Areas

Goals

2013 New Activities

<p>Sallie-Melissa (Lower Lake; Sallie's TSI to <50)</p> <ul style="list-style-type: none"> Reduce nutrients from upstream area Treat Ditch 14 storm water and sewage discharges Control exotic plants Investigate groundwater Control Sallie internal loading 	<ul style="list-style-type: none"> Complete St. Clair TMDL Implementation Study Investigate inflows to St. Clair; gather additional data (Sediment study, etc.) Lake-wide herbicide treatment for flowering rush Complete DNR Lake Vegetation Management Plans [LVMP's] Sallie, Melissa Review Project 1B - resources (equip/staff); HPIF - Equipment Liquidation (2 harvesters, truck, 1-trailer) Continue to monitor Airport Expansion - WQ issues - City of DL WWTP impacts, storm water plan. 	
<p>Detroit/Rice (reduce Big DL TSI by 5%; maintain recent gains for Little Detroit)</p> <ul style="list-style-type: none"> reduce OP to Big Detroit study/control BD internal loading control exotic aquatic plants reduce untreated storm water discharges obtain base data on lakes 	<ul style="list-style-type: none"> Complete engineering and easement acquisition Rice Lake Wetland Project Complete PRWD Aquatic Plant Vegetation Plan and DNR Lake Vegetation Management Plans [LVMP's] for Big, Little Detroit, Curman Continue lake wide flowering rush herbicide treatment and mechanical harvesting of CLP Review Project 1C - resources (equip/staff); HPIF - Equipment Liquidation (2 harvesters, truck, 1-trailer) 	
<p>Long (maintain mesotrophy; promote shoreline BMP's)</p> <ul style="list-style-type: none"> advocate stricter shoreline regulations minimize impacts from nearby developments 	<ul style="list-style-type: none"> Hwy 59/Hwy 10 Road Study; Airport Expansion Impacts 	
<p>Floyd/Campbell (lower N Floyd TSI to <50)</p> <ul style="list-style-type: none"> BMP's to reduce peak flows and sediment from Campbell Creek BMP's in Floyd basins monitor and mitigate landfill groundwater migration obtain base data for other lakes 	<ul style="list-style-type: none"> Advocate for Little Floyd Lake listing for Becker County ISTS compliance Study Monitor Campbell Creek BMP effectiveness 	
<p>Pearl/Loon (improve knowledge and citizen interest, address runoff problems)</p> <ul style="list-style-type: none"> Obtain base data on all lakes Improve diagnosis of Pearl WQ Investigate ag runoff issues; prescribe solutions Encourage citizen involvement 	<ul style="list-style-type: none"> Complete CWP Grant - (2010 - June 2013) <ul style="list-style-type: none"> Lake Association Migs (2X); Technical Advisory - (2X's) Complete subwatershed attributes Submit Final Report - due June 30th Develop prototype LWQMA plan for Pearl 	
<p>Small Lakes (improve knowledge and citizen interest)</p> <ul style="list-style-type: none"> Obtain data on 7 additional lakes Encourage citizen involvement, especially lake associations, and CLMP volunteers Continue to collect data on Meadow, Johnson, Abbey 	<ul style="list-style-type: none"> Recruit/retain volunteer observers (Secchi readings) for Meadow, Johnson, Abbey 	
<p>Fox/Munson (promote implementation of aggressive shoreline BMP's)</p> <ul style="list-style-type: none"> Advocate for stricter shoreline controls Minimize impacts from highway, ag, and gravel Promote involvement of Munson residents 	<ul style="list-style-type: none"> Recruit/retain volunteer observers (Secchi readings) for Munson Review data needs for Munson Advocate for Munson Lake listing for Becker County ISTS compliance Study Recommend County ISTS study 	
<p>Brandy (prevent further degradation, develop options for improved quality)</p> <ul style="list-style-type: none"> Obtain base data on Oar, Wine and Oak lakes, complete Brandy baseline study Coordinate District efforts with MPCA's landfill remediation project Identify/address runoff problems Develop Brandy's WQ improvement plan 	<p>Work with MPCA on Wine TMDL (MPCA is the lead agency).</p>	