AGENDA

6:15 PM
1. Call To Order
2. Approval of Agenda and Consent Agenda (Administrator’s Report; Secretary’s Report – February 11, 2016 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

6:30 PM
4. Old Business
   a. Revised Management Plan Update

6:40 PM
5. Treasurer’s Report
   a. Approve March Bills
   b. Approve Fund Transfer
   c. Review January - February 2016 Revenue and Expenses – to be filed and subject to audit.

6:50 PM
6. New Business
   b. Becker County Shoreline Ordinance update
   c. PRWD 50 year celebration planning

7:45 PM
7. Public Forum (5 minutes)

7:50 PM
8. Attorney’s Report
9. Engineer’s Report
10. Pulled Consent Agenda Items

8:00 PM

8:05 PM
12. Meeting Adjournment

(action items in bold face)
February 11, 2016

Managers Present: Kral, Brainard, Haggart, Michaelson, Noyes (via teleconference)
Managers Absent: Okeson, Imholte
Staff: Administrator Guetter, Alcott, Moses
Consultants: Attorney Karen Skoyles,
Advisory Committee: None Others: NONE

The Regular Managers’ meeting was called to order by President Kral at 6:17 PM.

CONSENT AGENDA. The consent agenda, including the January Administrator Report; Secretary’s Report – January 20, 2016 Regular Managers’ Meeting Minutes (with corrected Mgr Okeson Expense $392.49 amount in Claims paid); January Rules/Permitting Report; and January Ditch Inspector’s Report (Brainard, Michaelson), carried unanimously.

PROGRESS REPORTS
Personnel Committee - Nothing further to report.
Aquatic Plant Committee –Nothing further to report.
Citizen Advisory Committee - Nothing further to report.

Treasurer’s Report.
  a. Approval of February 2016 Claims (check # 14141-14150) and EFT 32-36 ($11,430.43.)
The Managers reviewed the monthly bills. Treasurer Michaelson noted the Office of Enterprise Technology (telephone) and the Bank of America bill have not been received due to the early meeting date. Motion to pay February claims and Office of Technology and Bank of America expenses (Michaelson, Haggart), carried unanimously.

b. Fund Transfers. Motion to approve $20,000 fund transfer from Bremer Bank Savings account to Bremer Bank Checking Account (Michaelson, Brainard), carried unanimously.

c. Financial Report. The January 2016 Revenues and Expenses Report was reviewed by the managers. Motion to approve the January 2016 Revenue & Expense Report (Noyes, Haggart), carried unanimously. The report will be filed for audit. Treasurer Michaelson reviewed the December 31, 2015 Balance Sheet with the managers.

OLD BUSINESS

NEW BUSINESS
  b. Outreach Request – Becker County Soil and Water Conservation District (SWCD)
The Becker County SWCD requested a contribution to the Envirothon, a high school level outdoor environmental learning competition. Motion to approve the Becker County SWCD outreach request in the amount of $75.00 for the Envirothon. (Kral, Brainard), carried unanimously. The Managers noted they would like an update from the SWCD on the Detroit Lakes teams.

c. Outreach Request – City of Detroit Lakes Water Festival. The festival involves area fourth graders in a one day clean water festival. The District participates with a learning station. Motion to approve the City of Detroit Lakes Water Festival outreach request in the amount of $225.00 for the Water Festival. (Haggart, Michaelson), carried unanimously.

d. 2016 Monitoring Plan—Alcott reviewed the 2016 plan, highlighting changes from last year’s monitoring activities, including a repeating 10-year rotation of monitored lakes, targeted data collection in areas of concern (industrial park, Campbell creek, St. Claire, Rice Lake, etc.), and shoreline surveys on the Floyd Lake chain and Long Lake.
e. **BWSR Targeted Watershed Demonstration Program Application** – Guetter requested approval to send a letter of interest to the Board of Soil and Water Resources (BWSR) Targeted Watershed Demonstration Program for the Detroit Lake watershed area (Floyd, Rice Lake, City of Detroit Lakes). **Motion to approve a letter of interest to the BWSR Targeted Watershed Demonstration Program for the Detroit Lakes Watershed Area (Michaelson, Noyes), carried unanimously.**

**PUBLIC FORUM** – None

**ATTORNEY REPORT**– Attorney Skoyles updated the managers on the Golden Bay Shores project and discussed the process for permit revocation for permit violations, including holding a public hearing.

**ENGINEER REPORT** – Alcott reported on conversation with Mackowick regarding new home project on Long Lake.

**PULLED CONSENT AGENDA ITEMS**- NONE

**ANNOUNCEMENTS** – Kral and Guetter will be attending the Governor Dayton Water Summit, St. Paul, MN February 27, 2016.

**ADJOURNMENT.** Motion to adjourn the meeting at 7:37 PM (Brainard, Michaelson), carried unanimously.

Respectfully Submitted,
David Brainard, Secretary
*No tape was made of this meeting.*
### Pelican River Watershed District

### Vendor Balance Detail

**February 2016**

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<th>Date</th>
<th>Num</th>
<th>Name</th>
<th>Amount</th>
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<td>02/16/2016</td>
<td>EFT-32</td>
<td>*Alcott, Brent</td>
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<td>*Guetter, Tera</td>
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### February Payroll

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Approval: ____________________

Page 1 of 1
MAIN DISTRICT WATER QUALITY INITIATIVES

Revised Management Plan – Little progress this past month due to Administrator Guetter illness (pneumonia) and vacation leave. The next couple of weeks will be devoted to this effort to get it back on track.

Rice Lake Project - A BWSR Targeted Watershed Interest Proposal was submitted on March 9th. The District will be notified within the next couple of weeks for an invitation to present a full proposal/presentation in St. Paul later this month or early April.

University of MN Extension/MN Pollution Control Agency Civic Engagement for the Ottertail Watershed Project – A conference call was held March 4th with MPCA and Ottertail SWCD to review status (delayed by several months).

MN Buffer Maps – The District submitted GIS files of Ditch 11-12, 13, and 14 to the MN DNR.

WATER MANAGEMENT RULES
Permits - see enclosed report. Attorney Skoyles reviewed the permit application with surety language and supporting agreements - Escrow, Letter of Credit, Performance. Also a “Certificate of Completion” form will be included with all permits.

Becker County Ordinance Revisions – A public hearing was held on Monday, March 7th by the Planning Commission to review proposed changes and revisions to the ordinance. Of District interest is the structure setback “Adjacent average plus 20ft” reduction to “Adjacent average plus 10ft” which will allow re-buils closer to the lake. Guetter provided testimony for not changing the current ordinance language, but it was approved by the commission on a split vote and will be sent to the County Commission for further consideration at their Tuesday, March 15 meeting.

MONITORING
Summer Interns – Alcott has sent job postings to seven colleges. We will be interviewing applicants in April.

Monitoring Equipment Training – Alcott attended equipment training on March 2nd at the University of MN-Crookston, hosted by the International Water Institute. Monitoring equipment was calibrated and certified to be accurate during the session.

EDUCATION

KDLM Radio – Alcott was a guest on Hodge Podge on February 19 and talked about the 2016 monitoring goals, summer intern job opening, 2016 permit fees, and the 2016 aquatic invasive species treatment plans (continuing FR treatments, CLP chemical treatments for Detroit, Curfman, Muskrat, Sallie, Melissa).

“Lake Smarts” Education Booklets – Staff is working on completing the booklet by the end of the month.

Becker County Dunton Locks County Park Survey – The County held an informational meeting on Monday, March 7th. The RAC Committee is seeking public input for the BC Dunton Locks Park – please fill out the online survey, go to [http://www.co.becker.mn.us/](http://www.co.becker.mn.us/) to get to the County Homepage. You’ll find the “Dunton Locks County Park Survey” under News & Announcements.

Becker County Trail Route Meeting – A meeting at the DL Public Library, First Floor Meeting Rm, on Tuesday, March 22 from 6:30 – 8:30 PM who citizens who are interested in helping to develop a preferred trail route for connecting Detroit Mountain and Mountain View Recreational areas to the Heartland Trail. More information can be found at the Becker County website [http://www.co.becker.mn.us/](http://www.co.becker.mn.us/) under “News and Announcements” find Becker County Trail Route.

Becker SWCD Local Water Management Plan Public Input - [http://www.surveymonkey.com/r/mywaterplan](http://www.surveymonkey.com/r/mywaterplan) or visit [www.co.becker.mn.us/dept/soil_water](http://www.co.becker.mn.us/dept/soil_water) to complete an on-line public survey by April 15, 2016. Attend a public meeting Tuesday, April 12th from 1-3 PM in in the Commissioner’s room, 1st floor of the Becker County Courthouse 915 Lake Ave Detroit Lakes, MN.
AQUATIC PLANT MANAGEMENT

MN DNR AIS Treatment Grant – Two treatment grants were submitted to the MnDNR on January 29th for Curly-leafed pondweed and Flowering rush chemical treatments. Grant requests were for $5,000/project. MnDNR cut statewide AIS treatment grant funding from 2015 levels. In 2015, the District received $22,500 in grant funding, however, due to MnDNR 2016 program budget cuts, the maximum grant award for the same project is now only $5,000.

Flowering Rush Research 2015 Report – The District received the Lake Sallie Bulrush treatment report (enclosed) and is expecting to receive the full report later this month.

U of MN AIS Research Center Advisory Committee – The group met on February 26, 2015 at the St. Paul Campus to review the center’s mission. Guetter was not present. The next meeting will be in April/May.

MN DNR AIS Advisory Committee – Guetter did not attend the February 25th meeting. The next meeting is on March 24, 2016 at MN DOT Training Center. St. Cloud, MN. See MN DNR website for detailed meeting notes at: www.dnr.state.mn.us/aisadvisory/

GENERAL ADMINISTRATION

Minnesota Association of Watershed Districts (MAWD).

a. **Strategic Plan and Transition** – Manager Kral serves on the committee who is seeking opinions and priorities for the MAWD organization’s future direction – specifically seeking to identify and prioritize administrative, education/outreach, training, and lobbying functions. All managers and staff are asked to fill out a survey sent out via email by mid-March.

b. **Education and Training** – a survey was emailed to all managers and staff to gather information and details for manager and staff training needs.

c. **Legislative “Day at the Capitol”** – scheduled for March 30-31, 2016, St. Paul, MN.

2015 Financial Audit – Guetter and Moses met with Harold Rotunda on Friday, February 26. He will be contacting us to set up an appointment to complete the audit within the next month.

Personnel – Guetter conducted job position performance evaluation for Office Assistant Moses.

Ditch Inspector’s Report

March 2016

Ditch 11/12 - Nothing further to report.

Ditch 13 - Nothing further to report.

Ditch 14 – Nothing further to report.
RULES OF ENFORCEMENT
MARCH 2016

Permits Issued.

16-02 Ace Brandt 1071 Shorewood Dr. Impervious surface coverage; over 10,000 Sq ft
16-03 Jon & Kristine Riewer 2620 Long Lake Dr. Impervious surface coverage; over 10,000 Sq ft

Permit Applications submitted:

David Hiltner—Street construction, Munson Lake, 5 lots being developed
Dave Snyder—1478 West Lake Dr., received payment but has not submitted site plan.
Jim & Char Becker—20321 Victor Road, retaining wall replacement, waiting for plan from Becker SWCD
Dan Redig—20416 County Rd 131, rip rap, waiting for ice out for site visit.

Violations Under Remediation:

Sandra & Randy Gram—13381 West Lake Sallie Dr.—Unpermitted tree removal, applied for permit, site plan needed. Becker SWCD to complete plan.

Mike & Jenny Gunderson—1300 East Shore Dr.—Stop work order issued—Unpermitted shoreland work. Over 25% impervious surface coverage. They have requested the City of DL to vacate the road right of way so that they would fall under 25%. This action is pending.

Other Projects Under Review:

Golden Bay Shores—Constructed not in accordance with stormwater plan. Permit to be revoked. Skoyles & Alcott pursuing legal options.