AGENDA

6:15 PM
1. Call To Order
2. Approval of Agenda and Consent Agenda (Administrator’s Report; Secretary’s Report — October 18, 2012 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)
   c. Advisory Committee

6:35 PM
4. Old Business
   a. Rice Lake Project Update
   b. St. Clair Lake TMDL Update

6:50 PM
5. New Business
   a. MAWD Delegate Selection
   b. Review MAWD Resolutions

7:20 PM
Public Forum (5 minutes)

BREAK — 10 minutes

7:30 PM
6. Treasurer’s Report
   a. Approve November Bills
   b. January – October 2012 Revenue and Expenses — to be filed and subject to audit.

7:40 PM
7. Attorney’s Report
8. Engineer’s Report
9. Pulled Consent Agenda Items

7:55 PM
10. Announcements
    • PRWD Advisory Committee Mtg – Nov 27th, M-STATE, Rm C103, Detroit Lakes
    • MAWD Annual Meeting, Arrowwood Conference Center, Alexandria, MN – Nov 9-Dec 1, 2012
    • PRWD Managers’ Meeting - Thursday, Dec 13th @ 3:00 PM

8:00 PM
11. Meeting Adjournment

(action items in bold face)
Managers Present: Kral, Brainard, Nansen, Imholte, Jordan  
Managers Absent: Okeson, Haggart  
Staff: Tera Guetter, Terry Anderson  
Consultants: Attorney Lisa Tufts; Marlon Mackowick, Wenck  
Advisory Committee: John Okeson  
Others: None

The Regular Managers’ meeting was called to order by President Kral at 6:16 PM.

CONSENT AGENDA  
Motion to approve Consent Agenda, Secretary’s Report —October 18, 2012 Regular Meeting Minutes; Administrator’s Report, Rules/Permitting Report; Ditch Inspector’s Report (Brainard, Imholte), carried unanimously.

PROGRESS REPORTS  
Personnel Committee —The committee (Haggart, Kral, Okeson) met on November 14th to review staff position descriptions and updated salary ranges. Motion to approve and accept the Personnel Committee recommendations for the following: hiring of an Office Assistant and Assistant Administrator; a temporary exemption to the maximum vacation accrual hours for the Administrator; to close the District office from December 24-January 1; and to continue in 2013 the current compensation agreement for Dick Hecock as outlined in the Personnel Committee Meeting Report by Janice Haggart (Nansen,Brainard), carried unanimously. The committee will meet with the Administrator in January to conduct a performance evaluation.

Aquatic Plant Committee —The committee (Imholte, Jordan, Nansen) met on November 2nd to review 2013 operations and status of equipment sale. In the Aquatic Plant Committee report it was noted a name typo was made – the reference to Steve King should be Steve Gordon. Discussion was held regarding continuing the PRWD roadside pickup program for only one year before evaluation and not two years as outlined in the report. Motion to accept the committee report, except to change the committee recommendation to continue with the PRWD-operated roadside pickup program for 2013 and to re-evaluate the program later in 2013, including a “contract for services” option (Imholte, Jordan), carried unanimously.

Advisory Committee — It was noted an advisory committee meeting is set for Tuesday, November 27th from 4-6 PM at M-STATE Community College. It is a “Kick-Off” meeting toward revising the District’s ten-year Revised Water Management Plan.

OLD BUSINESS  
a. Rice Lake Project Update. Guetter reported on a wetland impact permit meeting with ACOE, BWSR, Becker SWCD, and MN DNR. A joint application will be made for the structures.

b. St. Clair Lake Total Maximum Daily Load (TMDL) Study Update — Guetter reported on a November 16th meeting with EOR to review technical data and a tour the project area. The public meeting will be rescheduled pending completion of the modeling in the January 2013 timeframe.

NEW BUSINESS  
a. MAWD Delegate Selection. The MAWD 2012 Certificate of Membership and Delegate Appointment Form, attached hereto, certified the District is in good standing with MN Statutes 103D, is a member of MAWD, and designated managers Brainard and Kral as delegates with Nansen as an alternate.

b. MAWD Resolution review. The managers reviewed the proposed legislative resolutions.

MEETING BREAK – No Break.  
PUBLIC FORUM – NONE

TREASURER’S REPORT.  
a. Approval of November Claims. #13437-48, 13456-7 ($26,791.08). Managers reviewed monthly bills, Administrator Guetter noted the OET phone bill had not been received. Motion to pay November bills including OET claim, (Imholte, Kral) carried.
b. Financial Report. The January-October 2012 Revenues and Expenses Report was reviewed by the managers. Motion to approve the draft January-October 2012 R & E Report (Imholte, Jordan), carried. The report will be filed for audit.

ATTORNEY REPORT. Guetter and Tufts will be meeting on November 20th to review remaining easement agreements.

ENGINEER REPORT – Mackowick reported on plans for Anchor Road improvements.

PULLED CONSENT AGENDA ITEMS. – None.

ANNOUNCEMENTS. The MAWD annual conference will be held November 29 – Dec 1 in Alexandria, MN.

ADJOURNMENT. Motion to adjourn the meeting at 7:58 PM (Brainard, Jordan), carried unanimously.

Respectfully Submitted,
David Brainard, Secretary
MAIN DISTRICT WATER QUALITY INITIATIVES

1. Upper Pelican River Watershed District Project.
   Rice Lake Wetland
   a. **DNR Lessard-Sams Grant.** Property Transfer Agreements received on 11-8-12 for execution by PRWD.
   b. **BWSR – Clean Water Legacy Grant** (Rice Lake Project). Wes Drake (NRCS engineer) and Marlon Mackowick (Wenck) met on 11/5 to review Richwood road/Becker County requirements (building up inslope); wetland delineation and project permitting requirements; Anchor Road improvements; road plans for agency approvals. A wetland technical panel is convening on 11/13 to review the Rice Lake Project. Guetter and Attorney Tufts are meeting on 11/20 to review outstanding flowage easements.

2. **MPCA CWP Grant - Pearl Lake Sub-watershed Diagnostic Study.** Nothing further to report - Bob Merritt will begin modeling work in November.

3. **Lake St. Clair TMDL.** As planned by EOR, our consultant company, there were to be three public meetings regarding this program. The first, held on schedule on October 9th and attended by about 25 officials and other interested citizens, was devoted to introducing the concepts involved in preparing a TMDL plan. The 2nd and 3rd meetings were scheduled for October 25, and were to provide details of the EOR/PRWD plan. These meetings were called off at the last minute by PRWD because of concerns about the nature and quality of the proposed plan which was provided to PRWD with little time for review. Instead, the meeting time was used to review EOR's work and to raise questions about its applicability to the St. Clair situation. Upon completion of that meeting, staff discussed problems by phone with PCA, and EOR administrators. These discussion led to major changes in the EOR team assigned to the project, and to some of the approaches that had been used. Since that time additional work has been done, and a further meeting between PCA, PRWD and EOR will take place later this month. The cancelled public meetings will be re-scheduled after that.

WATER MANAGEMENT RULES

a. **Permits** - see enclosed report.

b. The District continues to monitor variance requests and other City and County planning/zoning actions.

ADVISORY COMMITTEE/REVISED MANAGEMENT PLAN

A PRWD Advisory Committee meeting is scheduled for Tuesday, November 27, at M-State, Rm C103 from 4-6PM to start the process of preparing the District's next Revised Management Plan, due in 2015. PRWD is inviting representatives from lake associations, businesses, landowners, local officials for a luncheon meeting to kick off the plan update process which includes a description of the current plan and a report on its implementation progress. Hecock and Guetter will lead discussions.

EDUCATION

2012 BWSR Academy – Guetter attended the local government staff training academy and also led a well-attended session, “Invasive Species: The Threat and your Role” in Brainerd, MN.

**Becker County COLA** - On October 11, Hecock was re-elected as COLA’s president for a final one-year term. The organization’s executive committee has begun meeting to plan next year’s efforts.

**Hodge-Podge** – Last month, Guetter discussed the Campbell Creek Project and the St. Clair TMDL project. The next talk is scheduled for November 16th.
MONITORING, DATA COLLECTION AND MANAGEMENT

Monitoring Data – Wiedman is updating the monitoring databases. Brody Wiedman continues to work a few hours a week; recently he has continued his winterization efforts, and has stored equipment. The District’s truck has been serviced.

The District has received from volunteers secchi readings for Little, Big and North Floyd, Little and Big Detroit, Long, Sallie, and Melissa. Some lake level information also has been provided by volunteers. These important data will be incorporated into the PRWD data base.

Dunton Locks – No information has been received from DNR Hydrologist, Emily Siiras regarding her agreement to review the hydrology of Dunton Rapids.

Watercraft Inspection Survey. During the 2012 boating season approximately 2800 surveys of boaters were obtained by watercraft inspectors at Big and Little Detroit, and Floyd and Little Floyd public accesses. Some general data has already been presented. Hecock is working on more detailed analyses which will focus on AIS regulation compliance, and AIS risk factors (where boats have previously been launched, and how long have they been out of the water).

GENERAL ADMINISTRATION

Personnel – Sara Noah has updated the job descriptions and salary information. The personnel committee meets on November 14th to review the information.

AQUATIC PLANT MANAGEMENT

PRWD Aquatic Plant Committee – The Committee (Imholte, Jordan, Nansen) met on November 2nd to review 2013 operations (report enclosed).

Becker AIS Task Force Committee. Guetter and Hecock prepared a work plan and reviewed its contents with Brad Green and Neil Powers, the new co-chairs of the committee. The co-chairs have met with County officials, and have scheduled a meeting for December 6.

Ditch Inspector’s Report
November 2012

Ditch 11/12- Nothing further to report
Ditch 13- Roger Lundberg called to report he has trapped a total of 21 beaver! I believe this is a record. City of DL is removing a dam in the 8th street area. The low water levels are driving beaver populations to river areas.
Ditch 14- Nothing further to report.
PRWD Rules of Enforcement Report - November 9, 2012

Permits Issued:

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

Other Projects: