AGENDA

6:15 PM  PUBLIC HEARING – 2017 Preliminary Budgets and Levies/Assessments and Fees

6:30 PM  REGULAR MONTHLY MANAGER MEETING (to start after the Public Hearing/public comments received)
   1. Call to Order
   2. Approval of Agenda and Consent Agenda (Administrator’s Report; Secretary’s Report – August 18, 2016 Regular Meeting Minutes; Rules/Permitting Report; Ditch Inspector’s Report)

6:35 PM  3. Progress Reports - Committee Chairs (5 minute reports)
   a. Personnel Committee
   b. Aquatic Plant (Projects 1B & 1C)
   c. Advisory Committee

6:40 PM  4. Old Business
   a. Rice Lake update

7:00 PM  5. Treasurer’s Report
   a. Approve September 2016 Bills
   b. Approve September Fund transfer
   c. Review January-August 2016 Revenue & Expenses – to be filed and subject to audit.

7:10 PM  5. New Business
   a. Approve 2017 Preliminary Budget, levies, assessments and fees

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

8:30 PM  9. Announcements –

10. Meeting Adjournment (Action Items in Bold Face)
THE PELICAN RIVER WATERSHED
DISTRICT OF
BECKER AND OTTERTAIL COUNTIES
MINUTES OF REGULAR MEETING

August 18, 2016

Managers Present: Kral, Imholte, Okeson, Haggart, Noyes
Managers Absent: Michaelson, Brainard
Staff: Administrator Guetter, Alcott, Anderson
Consultants: Attorney Karen Skoyles
Advisory Committee: None  Others: Lowell Deede
The Regular Managers’ meeting was called to order by President Kral at 6:15 PM.

Manager Haggart affirmed the State of Minnesota Watershed District “Oath of Office”.

CONSENT AGENDA. The consent agenda, including the August 2016 Administrator Report; Secretary’s Report – July 21, 2016 Regular Managers’ Meeting Minutes, August 2016 Rules/Permitting Report; and August 2016 Ditch Inspector’s Report (Okeson, Noyes), carried unanimously.

PROGRESS REPORTS

  Personnel Committee – The committee did not meet.
  Aquatic Plant Committee – The committee did not meet.
  Citizen Advisory Committee – The committee did not meet.

OLD BUSINESS


b. BWSR/Clean Water Grant – Rice Lake Update. Guetter gave a short presentation on the project purpose, history, and work to be conducted under the Clean Water Fund Grant. It was noted Houston Engineering has vast experience with similar projects (Manston Slough – Buffalo/Red River Watershed District) and working with Natural Resource Conservation Service on impoundment projects. The Managers reviewed the August 18, 2016 Houston Engineering, Inc. proposal for engineering services for the Rice Lake Restoration Reduction Project. The Managers requested to strike the sentence, “We typically adjust our hourly rates at the beginning of each year” and replace with the following, “These rates will remain in effect for three years. Should the project extend beyond 31 July, 2019, the rates may be adjusted.”. Also the District’s “Standard Terms and Conditions Project Contracts for Consultant Services” will be attached to the proposal. Motion to approve acceptance of the Houston Engineering, Inc. “Proposal for Engineering Services- Rice Lake Project, dated August 18, 2016” with changes regarding hourly rates by striking out “We typically adjust our hourly rates at the beginning of each year” and replacing with “These rates will remain in effect for three years. Should the project extend beyond 31 July, 2019, the rates may be adjusted.”, and the attached 2016 fee schedule for services as outlined in the Rice Lake Project Work Plan, and the District’s “Standard Terms and Conditions Project Contracts for Consultant Services”, (Kral, Imholte), carried unanimously.

c. District 50 year anniversary (1966-2016) Recap – The managers noted the event was well attended. Managers and staff received many positive comments on the displays, program and food. The managers thanked the 50th anniversary committee (Moses, Noyes, Brainard, Hecock) for their work on the celebration.

TREASURER’S REPORT.

a. Approval of August 2016 Claims (Checks #14201-14214; EFT 196-202) in the amount of $77,378.48. Manager Imholte reviewed the bills. Motion to pay August claims, (Imholte, Haggart), carried unanimously.

b. Fund Transfers. Motion to approve a fund transfer in the amount of $100,000 from Bremer Bank Savings to Bremer Bank Checking Account (Imholte, Noyes), carried unanimously.

c. Financial Report. The draft January-July 2016 Revenues and Expenses Report was reviewed by the managers. Motion to approve the draft January-July 2016 Revenues and Expenses Report (Imholte, Haggart), carried unanimously. The report will be filed for audit.
NEW BUSINESS

a. Review 2017 Preliminary Budget, Levies, Fees and Assessments
The Managers reviewed current year revenue and expenses and proposed 2017 programming for the following District fund accounts: General (Ad Valorem), Survey and Data Acquisition (Ad Valorem), Utility (Fee), Lake Management Plan-01 (Ad Valorum), Special Project 1B (Sallie/Melissa), Special Project 1C (Detroit/Curfman), and Drainage Ditches 11-12, 13, and 14. The public hearing for the 2017 Preliminary Budget, Levies, Fees and Assessment will be held on Tuesday, September 13, 2016 at 6:15 PM.

PUBLIC FORUM – None

ATTORNEY REPORT—Nothing further.

ENGINEER REPORT — None.

PULLED CONSENT AGENDA ITEMS – none.

ANNOUNCEMENTS – Tuesday, September 13, Public Hearing followed by Regular Meeting at 6:15 PM

ADJOURNMENT. Motion to adjourn the meeting at 8:46 PM (Okseson, Imholte), carried unanimously.

Respectfully Submitted,
Orrin Okseson, Vice President
No tape was made of this meeting.
# Pelican River Watershed District

## Claims Paid

### August 2016

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## August Payroll

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## August Bills & Payroll

$ 103,865.61
MAIN DISTRICT WATER QUALITY INITIATIVES

Targeted Watershed Nutrient Reduction Grant/Rice Lake Project – NRCS is meeting in early October to develop a workplan for finalizing the upper structure and access road. NRCS has sent engineering data to Houston Engineering.

OtterTail Basin Watershed Restoration and Assessment Plan Strategies (WRAPS). Nothing further to report.

Fox Lake Property – A meeting with property owners on August 27th was cancelled by the association and will be rescheduled in September.

WATER MANAGEMENT RULES
Permits - see enclosed report. There have been a number of large site permits under review or have been recently issued. Staff will be meeting with Golden Bay Shores to review development status next week. Staff has also been working with River Hills RV Park to bring it back into compliance.

City of DL Shoreland Ordinance Advisory Committee Meeting – A meeting was held on August 8th. The committee reviewed sections relating to public waters lists (General, Recreational, Natural Environment lakes, river segments), overlapping shoreland district boundaries, deck and patio definitions/structure setbacks; definitions of decks and patios, stringline, adjacent setback averaging, accessory structures, mitigation (rainwater treatment options, increased setbacks, etc).

MONITORING

Streams – In addition to the routine monitoring schedule, Alcott has taken several additional samples following recent significant rain events. As expected, large amounts of rain have caused high stream flows and sediment levels.

Lakes – Water clarity continues to be lower than August monthly averages on most District lakes, by 1-2 ft. This trend is attributed to the number of recent intense rainfall events which spurred algae growth causing lakewide blooms. Lake Sallie experienced a large native plant population release after the storms due to wave action shearing off the plants from the storm high winds. Sallie north shore residents emailed us pictures of the blow-ins and Anderson reported picking up large piles as well.

Equipment purchase – This past week, the 2003 pickup truck, used for the monitoring and permitting programs was replaced with a 2015 pick-up from Webber Family Motors. With the rebates and trade-in allowance, the pickup was purchased within the budgeted amount.

EDUCATION

KDLM Radio – Hodge Podge will be prerecorded and air on Friday, September 16.

BWSR Academy – Alcott and Moses are registered to attend October 24 & 25. Alcott will attend session regarding stormwater, water quality tools, buffers and water planning. Moses is registered for grant tracking and using e-link, as well as networking and education.

OtterTail Basin Watershed Civic Engagement Training. Guetter is continuing to attend the monthly training sessions held in either Detroit Lakes or Fergus Falls.

Water Resources Conference – Alcott is registered to attend the two day MN Water Resources Conference in Minneapolis on October 18-19. Alcott will attend sessions regarding water quality monitoring techniques and new approaches to nutrient reduction.

Sucker Creek Preserve Education – A committee meeting was held on August 29th to “brainstorm” about 2017 education needs and programming, including development of supplemental materials. The committee will work on the details over the winter months. The District will help with area school educational sessions such as giving them an overview of the importance of watershed health.
INVASIVE SPECIES MANAGEMENT

Flowering Rush Research – Alcott has completed the final round of plant surveys and core sampling for the year. Samples and collected data have been sent to Gray Turnage (Mississippi State University) to be analyzed. We expect to receive the report next spring.

Zebra Mussels – Guetter is in touch with U of MN AIS Research Center and is further investigating potential options for keeping populations down.

2016 Aquatic Invaders Summit, St. Cloud Convention Center October 5-6th – Guetter is a moderator and presenter at the Conference.

Upper Midwest AIS Conference, LaCrosse, WI, October 17-19 – Guetter will be presenting on the District’s Flowering Rush Research Project.

Starry Stonewort Tour, Lake Koronis, Paynesville, MN – The MN DNR AIS Advisory Committee toured Lake Koronis which has 250 acres of Starry Stonewort, a plant algae. It is very difficult to manage since it is a plant algae made up of cells, and not a vascular, rooted plant. Chemical treatments can only burn the plant cells, leaving untreated areas intact, which has been described as "giving it a haircut". Lake Koronis is trying to mechanically remove the plant material and then follow up with copper chemical treatment. Unfortunately, little is known about the life cycle or reproductive cycle. Guetter took pictures and can readily identify the plant. Most of the identified infestations are at public access areas and this plant seems to come to the surface in August which will make it easier to identify at this time of year.

Community AIS meeting – with the recent announcements of Zebra mussels in Detroit Lake and Starry Stonewort circling to the north and south of our area, the City of Detroit Lakes, Lake Detroiters, Chamber of Commerce, Becker Coalition of Lake Associations, and Pelican River Watershed District requested the Becker County AIS coordinator to help with organizing a community meeting to discuss options for keeping out new invasive species and shielding nearby lakes from current AIS. A planning meeting is scheduled for September 9 at the City office. Stay tuned for the community meeting announcement.

Roadside Pickup Program (Detroit, Sallie, Melissa) – the program will continue through September.

GENERAL ADMINISTRATION

2017 Budget- Guetter and Moses worked on updating 2016 financials and 2017 program funding needs.

2015 Financial Audit – Moses uploaded the approved 2015 audit on the State Auditor's website. Rotunda has e-mailed reports and Moses has reviewed. We are waiting for confirmation that they have been filed.

Ditch Inspector’s Report
September 2016

Alcott is in the process of finding a beaver trapper as there are a number of dams on Ditch 13 which need to be removed.

Ditch 11/12 – Nothing further to report.
Ditch 13 – Nothing further to report.
Ditch 14 – Nothing further to report.
RULES OF ENFORCEMENT
September 2016

Permits Issued

16-41 Larson, Mike & Leah 24955 Lake Ridge Lane SIZ alteration, construct water orientated structure
16-42 Holiday Station Store 303 Frazee St. Impervious surface coverage over 1 acre.
16-43 Munson, Thomas 1256 E. Shore Dr. SIZ alteration, remove retaining wall and Add rip rap.
16-44 Olson, Brent 1116 South Shore Dr. Issued Phase I permit for demo, clearing and Prep work.
16-45 MN DOT—Pending TH 10 Bridge SIZ alteration, repair rip rap
16-46 McCollum, Ordell 21774 Floyd Lake Dr. SIZ alteration, repair rip rap, walkway
16-47 Stene, Robin & Faye 415 North Shore Dr. Subdivision street and utility improvements.
16-48 City of Detroit Lakes Long Bridge Heights Phase III

Permit Applications submitted:

Bob Seitz—24354 Clark Gable Rd., Addition in Shore Impact Zone—Waiting for City Variance
Jim & Char Becker—20321 Victor Road, retaining wall replacement, waiting for plan from Becker SWCD
John Flatt—14222 East Fox Lake, shoreline restoration, waiting for plan from Becker SWCD
Allen & Robin Larson—26400 Johnson Lake Lane, boat access. They need MN DNR permit prior to PRWD approval.
Randy Gravelle DBA Absolute Ice—1783 No. Tower Rd., New business, stormwater plan being reviewed.
Community Alliance Church—408 Elm St. West, Wenck reviewing.
Justin & Amy Koenig—236 Shorewood Dr., rip rap and sand blanket

Violations Under Remediation:

Nelson, Terry—273 Long Lake Lane, work without permit, Stop work order issued. Alcott to meet with him 9/6 week.
McPherson, Tim—225 Long Lake Lane, work without permit, stop work order issued. Restoration plan due 9/16.
Pro Resources, Scott Busker—1265 W. Hwy 10, New construction, stormwater plan needed. Alcott to contact City and draft letter.