



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, August 21, 2014

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

- 6:15 PM
1. Call To Order
 2. **Approval of Agenda and Consent Agenda (Administrator's Report; Secretary's Report –July 17, 2014 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
- 6:40 PM
4. Old Business
 - a. Rice Lake Project Update
 - b. 2014 FR Research/Treatment Update
 - c. Website/GIS Update
- 7:10 PM
5. New Business
 - a. 2015 Preliminary Budget/Levies/Assessments Review
 - b. Set Date for Public Hearing/September monthly meeting
 - c. Moving Office Space into current DOC location
 - d. Lake Melissa Zequanox treatment
- 8:30 PM
6. Public Forum (5 minutes)
- 8:35PM
7. **Treasurer's Report**
 - a. **Approve August Bills**
 - b. **Review January-July 2014 Revenue and Expenses – to be filed and subject to audit.**
 8. Attorney's Report –
 9. Engineer's Report
 10. Pulled Consent Agenda Items
- 8:55PM
11. Announcements –September 9th – AIS tour of Pelican Lake
- 9:00 PM
12. **Meeting Adjournment**

(action items in bold face)



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

Thursday, July 17, 2014

Managers Present: Kral, Brainard, Imholte, Nansen (6:18PM), Haggart Michaelson (6:19PM)

Managers Absent: Okeson

Staff: Administrator Guetter, Asst Administrator Staldine

Consultants: Attorney Karen Skoyles, Marlon Mackowick, Wenck Associates

Advisory Committee: None **Others:** Terry Anderson

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

CONSENT AGENDA. The consent agenda (July 2014 Administrator Report; Secretary Report–June17, 2014 Regular Meeting Minutes; July 2014 Rules/Permitting Report, and July 2014 Ditch Inspector's Report (Brainard, Haggart), carried unanimously.

PROGRESS REPORTS

- a. **Personnel Committee.** Covered under New Business-Personnel below.
- b. **Aquatic Plant Committee** –Managers noted the reduction of roadside pickup aquatic plant piles this year. Anderson reported he had skipped a week due to the lack of piles around Detroit, Curfman, Sallie, and Melissa.
- c. **Citizen Advisory** –Nothing further to report.

OLD BUSINESS

- a. **Website – GIS upgrade Update** –Guetter reported the website and GIS functionality is three months behind schedule, however, GeoGurus gave assurances it would be running within the week.
- b. **2014 Flowering Rush Research and Treatments** Mark Rainweiler, MN DNR AIS Specialist and Guetter will be reviewing the treatment areas as well as other sites reported by residents to have emergent flowering rush. A permit amendment will be obtained for any additional treatment areas (submergent/emergent). Gray Turnage, Mississippi State University will be here the last week of July collecting the second set of core samples from treatment plots. Professional Lake Management will perform the second round of submergent Flowering rush treatments in early August, pending favorable weather conditions.
- c. **Rice Lake Project Update-** Guetter reported on an agency meeting regarding NRCS participation with the construction of the Rice Lake Project. Attorney Skoyles is assisting with the structure access easement through City of Detroit Lakes property.

d. NEW BUSINESS

Red River Basin Commission Grant Update – At the Becker County AIS Panel meeting, Joe Courney and Moriya Rufer updated the members on the Geographic Information System (GIS) database development progress which will use current surface water quality data, lake monitoring data and physical landscape features to create a map within each watershed's most vulnerable water bodies. The goal is to use the database to help managers and decision makers direct resources towards targeted programs (i.e., Level 1 inspectors, etc.). They are also planning on holding a tour of Pelican Lake to review ecological and water related equipment damages from the Zebra mussel infestation.

Personnel. –The District received notice Jon Staldine accepted a watershed management position in Oregon and will be leaving August 8th. **Motion to advertise the Assistant Administrator position (Michaelson, Nansen), carried unanimously.** Guetter stated she would advertise and conduct first round interviews and would set up a second interview which included a couple of managers. Guetter will coordinate the interviews with Manager Haggart, Personnel Committee chair.

PUBLIC FORUM – NONE

TREASURER'S REPORT.

- a. **Approval of July Claims. #13937-13946 and EFT- 204-212 (\$112,539.75).** Managers reviewed monthly bills. **Motion to pay July bills (Imholte, Brainard), carried unanimously.**
- b. **Financial Report.** Imholte reviewed the January – June 2014 Revenues and Expenses Reports. **Motion to approve the draft January-June 2014 R & E Report (Imholte, Brainard), carried unanimously.** The report will be filed for audit.

ENGINEER REPORT – No report.

ATTORNEY REPORT – Nothing further to report on.



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

PULLED CONSENT AGENDA ITEMS- *Rules of Enforcement* - Imholte inquired about a City of Detroit Lakes variance request for a deck expansion.

ANNOUNCEMENTS – None

ADJOURNMENT. Motion to adjourn the meeting at 7:13 PM (Brainard, Michaelson), carried unanimously.

_____ Meeting Approved : _____
Respectfully Submitted,
David Brainard, Secretary

Tera Guetter, Administrator

No tape was made of this meeting.

**Pelican River Watershed District
Administrator Monthly Report
August 15, 2014
www.prwd.org**

MAIN DISTRICT WATER QUALITY INITIATIVES

Rice Lake Project –A meeting was held on August 7th with Rob Baden, MN DNR Wildlife, Tammy Baden, MN DNR Shallow Lakes Specialist; Ed Musielewicz, Natural Resource Conservation Service; Peter Mead, Becker County Soil and Water Conservation service, Brett Arne and Brian Dwight, Board of Soil and Water Resources to review various upcoming project funding opportunities. Guetter and Mead will work on submitting grant proposals. Also Guetter will continue discussions with NRCS regarding policy interpretation. Guetter will present a detailed report at the manager meeting.

MN GreenCorps Host Site Application. MPCA notified the District a placement has been made. The District will host the Green Corps member who will be working on storm water management issues. The member will start in mid September.

WATER MANAGEMENT RULES

Permits - see enclosed report. Guetter has assumed site inspection responsibilities with the vacancy of the Assistant Administrator position.

EDUCATION

Becker County Fair (July 30- Aug 2) – Summer interns, Emily Nelson and Alex Courneya and Moses manned the Becker County Fair Aquatic Invasive Species display. Staldine and the interns updated the information on the display. Attendees were very interested in the progress of flowering rush research/treatments and also concerned about the recent Zebra mussel designation on Lake Melissa.

MONITORING

The interns completed Detroit and Curfman shoreline surveys and 7 rounds of lake sampling. Alex worked until August 8th and Emily worked through August 15th. Abby Moses was hired to assist Emily with lake sampling during her last week. Guetter and the new hire will complete the lake sampling in September.

AQUATIC PLANT MANAGEMENT

2014 Flowering Rush Research and Treatments. Gray Turnage, Mississippi State University, collected the Flowering rush core samples during the week of July 28th. Professional Lake Management conducted treatments on August 4th. Emergent treatments are scheduled for Tuesday, August 19th.

Becker County AIS Panel– The Becker County Commissioners approved the purchase of one decontamination unit and funding for this year lake access ambassador inspections. It is expected a unit will be ordered in the near future and operational this fall. The group discussed concerns with movement of docks and lifts and the public not adhering to the 21 day out of water state regulations.

Lake Melissa –Guetter has been in discussions with the University of MN AIS department to discuss potential Zebra mussel treatments.

GENERAL ADMINISTRATION

Revised Management Plan –no work was conducted on this effort this past month due to vacations and personnel changes.

A Quickbook glitch was discovered during the month end bank reconciliations. A Quickbooks technician was consulted to troubleshoot. The system was backed up, however, the June-July revenue and expenses required re-entering. The accounts are balanced.

A consultant was also called to reload programs on Assistant Administrator computer when entire programs were lost. He will be in next week to enter data.

Ditch Inspector's Report

August 2014.

Ditch 11/12- Nothing further to report.

Ditch 13- While reviewing the Rice Lake Project with MN DNR Wildlife, bank full water levels were noted. Also upstream of the PR2A monitoring site, a wooden bridge has been constructed across the ditch between the city of Detroit Lakes and MN DNR property. Guetter notified Roger Lundberg of the high water levels and ordered the removal of the crossing.

Ditch 14- Lundberg investigated low flow and reported cattail bogs are narrowing the ditch. Brian Shepard, Becker County Highway Department will be removing debris from culverts at SC4 location (Ditch 14/Pelican River confluence).

PRWD Rules of Enforcement Report - August 13, 2014

Permits Issued:

14-22	Thomas Vagle	14140 E. Fox Lake Dr.	Rip Rap/Sand Blanket	Fox Lake
14-23	Detroit Lakes Public School	1221 Rossman Ave.	Repair Asphalt Driveway	City
14-24	Ralph Thomas	919 North Shore Drive	Block Retaining Wall	Detroit Lake
14-25	Heille Development	1110 West Lake Dr.	Removal of dead tree	Detroit Lake
14-26	Trevor Sorby	16605 Long Beach Dr.	Beach Sand Blanket	Long
14-27	Mike Evans	19976 Co. Road 131	Removal of dead tree	Floyd

Projects Currently in Review:

Shawn Nygaard – 23877 N. Long Lake Rd. – Beach Sand Blanket

Terry Nelson – 13956 20th St. S. E. – Rip Rap

Bruce Quick – 23225 Roosevelt Lane – Landscape

Breezy Shores – 1275 W Lake Dr. – Impervious surface

MN DOT – Hwy 10 & 59 Improvement project

