



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, January 16, 2024

Prior Lake City Hall

6:00 PM

Members Present: Bruce Loney, Christian Morkeberg, Frank Boyles, Ben Burnett

Members Absent: Matt Tofanelli

Staff & Consultants Present: Joni Giese, District Administrator
Jeff Anderson, Water Resources Coordinator
Emily Dick, Water Resources Project Manager
Danielle Studer, Water Resources Specialist
Carl Almer, EOR, District Engineer

Others Present: Loren Hanson, CAC Chair
Amy Butani
Ben Brandt and Derek Lee from Waterfront Restoration

• 1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE:

The meeting was called to order by President Loney at 6:02 pm. Everyone present recited the Pledge of Allegiance.

• 2.0 PUBLIC COMMENT

- No public comments

• 3.0 APPROVAL OF AGENDA

- Agenda changes:
 - Move 4.2 and 4.3 before 4.1

Motion to approve amended agenda by Manager Boyles; 2nd by Manager Burnett; passed 4-0.

• 4.0 OTHER OLD/NEW BUSINESS

4.2 & 4.3 Approval of new CAC Members

Amy Butani – in attendance
Richard Schirber – absent, due to illness

- Both candidates were presented by Loren Hanson (CAC Chair)

Motion to approve both candidates by Manager Boyles; 2nd by Manager Morkeberg; passed 4-0.

4.1 Programs & Projects Update

- Staff provided a report of its many activities the preceding month, and some upcoming events.
- Reviewed water quality report cards for Upper and Lower Prior Lake, Spring Lake, Fish Lake and Pike Lake within the PLSLWD.

4.4 2023 Watercraft Inspections Report: Waterfront Restorations

- Ben Brandt presented the 2023 report of the Watercraft Inspections of the PLSLWD lakes.

4.5 Cost Share Project Approval

- Presented by Emily Dick
- Motion to approve a variance NTE \$6,000 for the Island View shoreline restoration cost share, provided that the buffer area is maintained for at least 10 years and educational signage is included along the project, made by Manager Burnett; 2nd by Manager Morkeberg; passed 3-1. (Aye: Loney, Morkeberg, Burnett; Nay: Boyles)

- **5.0 TREASURER'S REPORT**

Treasurer Morkeberg summarized the financial information contained in the packet including:

5.1 Monthly Financial Reports

- Financial Report (draft of year ended December 31, 2023)
- Treasurers Report
- Cash Flow Projections

5.2 Quarterly Financial Reports

- Balance Sheet
- Cost Analysis

- **6.0 CONSENT AGENDA**

- **6.1** Meeting Minutes – December 12, 2023, Board Workshop
- **6.2** Meeting Minutes – December 12, 2023, Board Meeting
- **6.3** Claims List and Bank Purchase Card Expenditures Summary
- **6.4 - removed**
- **6.5** Schedule of 2024 Regular Board Meetings
- **6.6** Schedule of 2024 CAC Meetings
- **6.7** Approval of 2024 CAC Members
- **6.8** Selecting the 2024 Official Newspaper
- **6.9** Selecting the 2024 District Depository Banks
- **6.10** 2024 Board Officer Appointments
- **6.11** 2024 Board Liaison Appointments

- **6.12** Abdo Professional Service Agreement: 2023 Audit
- **6.13** EOR Master Services Consulting Agreement
- **6.14 - removed**
Motion to approve consent agenda without 6.4 and 6.14 by Manager Boyles; 2nd by Manager Burnett; passed 4-0.

- **6.4 2024 Permit Fee Schedule**
Motion to approve 2024 Permit Fee Schedule and review increase for 2025 by Manager Boyles; 2nd by Manager Burnett; Passed 4-0.
- **6.14 CLA Master Services Agreement and Scope of Work Agreements**
 - Parts A and B are received, part C has not yet been received.**Motion to approve Parts A and B with Part C to be approved administratively when received by Manager Boyles; 2nd by Manager Morkeberg; Passed 4-0.**

- **7.0 UPCOMING MEETING/EVENT SCHEDULE:**
 - CAC Meeting, Thursday, January 25, 2024, 6:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)
 - Board of Managers Retreat, Saturday, January 27, 2024, 9:00 am (Prior Lake City Hall – Wagon Bridge Conference Room)
 - PLOC Cooperators Meeting, Thursday, February 15, 12:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)
 - Board of Managers Workshop, Tuesday, February 20, 2024, 4:00 pm (Prior Lake City Hall – Council Chambers)
 - Board of Managers Meeting, Tuesday, February 20, 2024, 6:00 pm (Prior Lake City Hall – Council Chambers)

- **8.0 ADJOURNMENT**
Motion to adjourn by Manager Morkeberg; 2nd by Manager Burnett; Passed 4-0.
 - Meeting adjourned at 8:00 pm

Respectfully Submitted,
 Ben Burnett, PLSLWD Secretary, 2/13/24