



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, February 18, 2025

Prior Lake City Hall

6:00 PM

Members Present:

Bruce Loney, Christian Morkeberg, Frank Boyles,
Matt Tofanelli, Ben Burnett

Staff & Consultants Present:

Joni Giese, District Administrator
Jeff Anderson, Water Resources Coordinator
Danielle Studer, Water Resources Specialist
Carl Almer, EOR, District Engineer

Others Present:

Jody Brennan, Scott County Commissioner
Richard Schirber, CAC Representative
Ben Brandt and Derek Lee from Waterfront Restoration
Troy Kuphal and Jim Fitzsimmons, Scott SWCD

• **1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE:**

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

• **2.0 PUBLIC COMMENT**

None

• **3.0 APPROVAL OF AGENDA**

- Agenda change
 - Add 4.9: Authorization to Award Contract for PLOC Pipe Lining
- Motion to approve amended agenda by Manager Burnett; 2nd by Manager Tofanelli; Passed 5-0.

• **4.0 OTHER OLD/NEW BUSINESS**

4.1 Programs & Projects Update

- Staff provided a report of its many activities the preceding month, and some upcoming events.
- Jeff Anderson reported staff should be moving back to City Hall offices March 6th; a carp management update – staff will do tracking and will do a seine if carp get isolated to pre-approved areas; and a monitoring update.

- Danielle Studer gave an Education and Outreach review of 2024 and plans for 2025 (see later item 4.4).
- Project updates: FeCl building is in process - the tank has been removed, staff is targeting to be ready for normal spring treatment.

4.2 Scott SWCD 2024 Summary of Accomplishments

- Troy Kuphal presented 2024 services provided to PLSLWD and accomplishments, primarily focused on the cost share program; farmer-led council support; education programs; permitting support; and easement origination, inspection, and compliance support. Troy then answered managers' questions.

4.3 Watercraft Inspections 2024 Season Report

- Ben Brandt, from Waterfront Restoration LLC, presented their report for 2024 and answered questions.

4.4 2025 Education & Outreach Plan

- Water Resources Specialist, Danielle Studer, summarized 2024 outreach activities. 2025 proposed activities focus on:
 - Building partnerships and reaching new audiences
 - Watershed Week to include a mix of "old" and new, including an additional event day
 - Increasing awareness of our water resources
 - Additional CAC and resident tour
 - High school level educational event
 - Celebrating successes
 - Carp management "open-house"
 - Celebration of District progress on projects
 - Creating high quality and timeliness outreach materials
 - Video of Buck Stream restoration
 - Updating "one-pagers"
 - Tabling and front office displays
 - Sticker collaboration
- Danielle highlighted popular existing volunteer and community programs that are proposed to continue into 2025, such as the CAC, CAMP program, Carp Espionage, Farmer-led Council, and Cost-share programs.
- Staff recommends that the Board of Managers approve the 2025 Education & Outreach Plan.
- Motion to approve 2025 Education and Outreach Plan by Manager Tofanelli; 2nd by Manager Morkeberg; Passed 5-0.

4.5 MS4 Petition for Re-evaluation

- Administrator Giese shared that in fall 2024, she held several conversations with MPCA staff to receive clarification on the application of permit requirements to the specifics of the watershed district. After these conversations, MPCA staff sent her a MS4 Petition for Re-evaluation Form with the request that PLSLWD fill out the form and return it to the MPCA for

consideration. Subsequent to the receipt of the re-evaluation form, Administrator Giese performed due diligence and determined the termination of the District's MS4 permittee status will not result in a loss of the District's ability to implement its Water Resources Management Plan.

- Motion to authorize the District Administrator to submit the MS4 Petition for Re-evaluation Form to the MPCA by Manager Boyles; 2nd by Manager Tofanelli; Passed 5-0.

4.6 Termination of Watershed Development Agreement, Doc. No. A 816076

- Administrator Giese shared the background information on a land ownership transfer that initiated the termination request. The Watershed Development Agreement stated the agreement would terminate on the date the infiltration areas on the site are dedicated to and accepted by the City of Prior Lake for infiltration purposes. After research and receipt of assurances from the City of Prior Lake, staff believe the intent of the agreement has been met and termination of the Watershed Development Agreement should proceed.
- Motion to authorize the District Administrator to terminate Watershed Development Agreement, Doc. No. A 816076 by Manager Boyles; 2nd by Manager Burnett; Passed 5-0.

4.7 Minnesota Watersheds – Special Meeting Delegate Appointment

- Administrator Giese stated that Minnesota Watersheds is scheduling a special meeting to vote on proposed revisions to the organization's bylaws and committees structure to modify its approach to the resolutions and legislative processes. The District can appoint up to two members to represent and vote on behalf of the District at the special meeting.
- Motion to appoint Manager Burnett and Manager Boyles as delegate(s) to vote on behalf of PLSLWD at the Minnesota Watersheds special meeting scheduled for March 21, 2025, by Manager Morkeberg; 2nd by Manager Burnett; Passed 4-0 (Manager Boyles abstained).

4.8 Fountain Hills Wetland Restoration Feasibility Study: Scope of Work

- Manager Tofanelli recused himself from discussion and voting for this item due to potential conflict of interest.
- Administrator Giese stated this pertains to property located in the southeast quadrant of the intersection of County Road 42 and County Road 21. The study will explore the nutrient load within a wetland on the site; whether existing nutrients in the wetland will be transported to Pike Lake, which is impaired for high nutrient loads; and estimated cost to restore the wetland. The goal is to determine if there is a favorable cost-benefit relationship to pursue partnering with the developer on a wetland restoration project.
- Motion to authorize District Administrator to enter into a contract with a consultant to prepare the Fountain Hills Wetland Restoration Feasibility Study at a cost not to exceed \$25,000, with authorization to execute change orders not to exceed 10% of the contract value, by Manager Boyles; 2nd by Manager Burnett; Passed 4-0 (1 recused/abstained).

4.9 Authorization to Award Contract for PLOC Pipe Lining

- Administrator Giese stated bids were opened on February 6, 2025, and four bids were received. WSB recommends the apparent low bidder, Insituform Technologies USA, LLC for award. The bid came in under the engineers opinion of estimated construction costs.
- A slim chance that construction may occur this winter, otherwise construction will be scheduled for next winter.
- On 2/11/25, the PLOC cooperators approved a recommendation to award the contract.
- Motion to authorize contracting with Insituform Technologies USA, LLC not to exceed \$701,950.15 for execution by the District Administrator, and with any further non-substantive changes on advice of legal counsel, and to authorize the District Administrator to enter into change orders or change quantities not to exceed 10% of the contract (\$70,195), by Manager Burnett; 2nd by Manager Tofanelli; Passed 5-0;

• 5.0 TREASURER'S REPORT

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

5.1 Monthly Financial Reports

- Financial Report
- Treasurers Report
- Cash Flow Projections
- Cost Analysis

• 6.0 CONSENT AGENDA

- The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Items can be removed from the consent agenda at the request of the Board member, staff member, or a member of the audience. Please state which item or items you wish to remove for separate discussion.
 - 6.1 Meeting Minutes – January 21, 2025, Board Workshop
 - 6.2 Meeting Minutes – January 21, 2025, Board Meeting
 - 6.3 Meeting Minutes – December 19, 2024, CAC Meeting
 - 6.4 Corrected Meeting Minutes – December 17, 2024, Board Workshop
 - 6.5 Claims List and Bank Purchase Card Expenditures Summary
 - 6.6 Scott SWCD 2025 Professional Services Agreement and Cost-share Docket
 - 6.7 BWSR Clean Water Fund Competitive Grant Agreement
 - 6.8 Revised Schedule of 2025 CAC Meetings
 - 6.9 Buck Stream Stabilization Project: 2025/2026 Maintenance Agreement
 - 6.10 Jeffers 10th Addition Declaration of Conservation Easement
- Motion to approve consent agenda by Manager Burnett; 2nd by Manager Morkeberg; Passed 5-0.

• 7.0 UPCOMING MEETING/EVENT SCHEDULE:

- Board of Managers Workshop, Tuesday, March 18, 2025, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)

- Board of Managers Meeting, Tuesday, March 18, 2025, 6:00 pm (Prior Lake City Hall – Council Chambers)
- PLOC Cooperators Meeting, Thursday, March 27, 2025, 12:00 pm (Prior Lake City Hall – Parkview Conference Room)
- CAC Meeting, Thursday, March 27, 2025, 6:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)

- **8.0 ADJOURNMENT**

- Motion to adjourn by Manager Morkeberg; 2nd by Manager Burnett; Passed 5-0.
- Meeting adjourned at 7:55 pm.

Respectfully Submitted,
Ben Burnett, PLSLWD Secretary, 3/10/25