



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, November 19, 2024

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
Emily Dick, Water Resources Project Manager
Danielle Studer, Water Resources Specialist
Carl Almer, EOR, District Engineer

Others Present: Chuck Holtman, District Lawyer
Troy Kuphal, SWCD
Aaron Pietsch, new CAC Member
Gwendolyn Brandt (3410 200 ST E PRIOR LAKE, MN 55372),
Brian Brandt, and Mrs. Brian Brandt

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

President Loney called the meeting to order at 6:00 pm. Everyone present recited the Pledge of Allegiance.

• **2.0 PUBLIC COMMENT**

None

• **PM PUBLIC HEARING – Capital Improvement Project: 200th Street Pond Improvements**

- Motion to open Public Hearing by Mgr. Burnett; 2nd by Mgr. Tofanelli; Passed 5-0.
- Emily Dick presented an overview of the project.
- Mrs. Gwendolyn Brandt (3410 200 ST E PRIOR LAKE, MN 55372) and her son (Brian Brandt) expressed their concern with the project affecting the drain tile they have in place and the easement for that drain tile. The tile line starts at the Lake Ridge Estates development, goes under Hwy 10 and then along Hwy 10, where it then crosses CR 81 and outlets in a low area. Mrs. Brandt indicated she has mapping showing the location of tile easement. Manager Loney stated staff would contact Mrs. Brandt to learn more about the tile line when project design starts.
- Motion to close Public Hearing by Mgr. Morkeberg; 2nd by Mgr. Burnett; Passed 5-0.

- **PUBLIC HEARING – Capital Improvement Project: Prior Lake Outlet Channel Pipelining**
 - Motion to open Public Hearing by Mgr. Burnett; 2nd by Mgr. Tofanelli; Passed 5-0.
 - Emily Dick presented an overview of the project.
 - No public comments
 - Motion to close Public Hearing by Mgr. Boyles; 2nd by Mgr. Burnett; Passed 5-0.

- **3.0 APPROVAL OF AGENDA**

- Motion to approve agenda by Manager Tofanelli; 2nd by Manager Burnett; passed 5-0.

- **4.0 OTHER OLD/NEW BUSINESS**

- **4.1 Approval of new CAC Member**

- Danielle Studer introduced Aaron Pietsch. Aaron came up to the podium, he lives near Hwy 13 and CR 42. He has a background and interest in Environmental Engineering, and is interested in outdoor activities.
 - Managers welcomed Aaron to the CAC.
 - Motion to approve Aaron’s CAC appointment by Manager Morkeberg; 2nd by Manager Tofanelli; passed 5-0.

- **4.2 Spring Lake Regional Park Easement Amendment**

- Troy Kuphal, from Scott SWCD, presented a description of the Easement Amendment.
 - Manager Morkeberg motioned to Authorize the District Administrator to pursue amending Conservation Easement Document A758596 (The Bluffs of Northwood Meadows) on Parcel ID 254590780, owned by Scott County Parks Department.
 - The motion was seconded by Manager Burnett; and passed 5-0.

- **4.3 Kohlenberger Conservation Easement Encroachment Agreement**

- Troy Kuphal, from Scott SWCD, described the Easement Encroachment Agreement.
 - There were some questions about costs; PLSLWD will cover the costs this time, which included working with Chuck Holtman, District legal counsel, to create a template for future encroachment agreements that staff will use in the future.
 - Manager Morkeberg motioned to approve the Kohlenberger Encroachment Agreement to Conservation Easement A738855 for execution by the District Administrator, with any further non-substantive changes on advice of legal counsel, subject to the receipt of a signed and notarized Encroachment Agreement from the property owners, Maureen G. McKay-Kohlenberger and Donald E. Kohlenberger.
 - The motion was seconded by Manager Burnett; and passed 5-0.

- **4.4 Programs & Projects Update**

- Staff provided a report of its many activities the preceding month, and some upcoming events. Some highlights:

- Some Lake Level recovery from recent rainfall was reported
- Carp Management focus on Spring Lake this winter
- Buck stream project is mostly done, PLSLWD will be responsible for vegetation maintenance for two years. After two years, maintenance will be the responsibility of the property owners.

4.5 Ferric Chloride Building Improvements Contractor Award

- Emily Dick presented staff’s recommendation for contractor award.
- There was manager discussion about splitting the drive improvements and building improvements into two separate quote requests per manager direction at the October board meeting. Previous quote combined both the building and drive improvements in one quote request.
- Manager Boyles motioned to authorize the District Administrator to enter into a contract with Total Mechanical Services for the construction of FeCl Building Improvements, in the amount of \$234,350, on the advice of counsel, and to manage and return outstanding bid bonds, and to authorize the District Administrator to enter into change orders in an aggregate amount not to exceed \$23,450 (or 10% of the contract amount).
- The motion was seconded by Manager Burnett; and passed 5-0.

4.6 Ferric Chloride Drive Improvements Contractor Award (Vote)

- Emily Dick presented staff’s recommendation for contractor award.
- Manager Morkeberg motioned to approve the contract with Finch Excavating for the construction of FeCl Drive Improvements, in an amount not to exceed \$20,158.05, for District Administrator execution and with any further non-substantive changes on the advice of legal counsel, and authorize the District Administrator to enter into change orders in an aggregate amount not to exceed \$2,015 (10%, of the contract NTE).
- The motion was seconded by Manager Boyles; and 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 a separate discussion.

6.1 Meeting Minutes – October 15, 2024, Board Workshop

6.2 Meeting Minutes – October 15, 2024, Board Meeting

6.3 Claims List and Bank Purchase Card Expenditures Summary

6.4 EOR Amended Scope of Work: FeCl3 Site Improvements

- Motion to approve consent agenda by Manager Tofanelli; 2nd by Manager Burnett; Passed 5-0.

• **7.0 UPCOMING MEETING/EVENT SCHEDULE:**

- Board of Managers Workshop, Tuesday, December 17, 2024, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Meeting, Tuesday, December 17, 2024, 6:00 pm (Prior Lake City Hall – Council Chambers)
- CAC Meeting, Thursday, December 19, 2024, 6:00 pm (Prior Lake Library Large Meeting Room)

• **8.0 ADJOURNMENT**

- Motion to adjourn by Manager Burnett; 2nd by Manager Morkeberg; Passed 5-0.
- Meeting adjourned at 7:31 pm.

Respectfully Submitted,
Ben Burnett, PLSLWD Secretary, 12/10/2024.