



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, August 19, 2025

Prior Lake City Hall

6:00 PM

Members Present: Bruce Loney, Christian Morkeberg,
Frank Boyles, Matt Tofanelli, Bev 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: Lisa Quinn, Spring Lake Township
Ann Williamson, EOR

• 1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE:

- Meeting was called to order by President Loney at 7:05pm. Everyone in attendance recited the Pledge of Allegiance.

• 2.0 PUBLIC COMMENT

- None

PUBLIC HEARING – ORDER UPPER PRIOR LAKE ALUM TREATMENT PROJECT

- Motion to open public hearing by Manager Boyles; 2nd by Manager Burnett; Passed 5-0.
- No responses from the public.
- Motion to Close public hearing by Manager Burnett; 2nd by Manager Boyles; Passed 5-0.

PUBLIC HEARING – 2026 BUDGET AND LEVY CERTIFICATION

- Motion to open public hearing by Manager Boyles; 2nd by Manager Morkeberg; Passed 5-0.
- No responses from the public.
- Motion to Close public hearing by Manager Morkeberg; 2nd by Manager Burnett; Passed 5-0.

- **3.0 APPROVAL OF AGENDA**

- Motion to approve 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 for the preceding month, and some upcoming events.
 - Prior Lake is at 902.87, Spring Lake is at 911.10. A new tank level sensor was installed that now allows staff to better monitor chemical levels in the tank and order new FeCl on a timely basis. Staff presented information on the District's adaptive lake management approach. With high water levels, staff have been busy cleaning vegetation from the outlet structure grates. New water sensors provide staff warnings when vegetation is building up on the grates and impacting water movement. Staff opened the low flow gate for a short period of time based on assessment of potential high lake levels using a new assessment protocols being developed with the district engineer. Projected rains did not materialize, and the low flow gate was closed again. Staff provided a recap of the carp carnival and the Starry Trek event. Upcoming events include the Fall Community Fest. Staff will be providing information about chloride pollution and appropriate salting practices to reduce chloride pollution.
- Project Updates:
 - The District has secured an easement needed to advance the Spring West IESF project.
 - FeCl system: Last item replaced, building complete, working on final punchlist items for driveway.
 - Swamp Lake IESF: Contractors indicated construction starting on August 25, 2025. The project grant includes education and outreach components. Planned education and outreach products will be different than our typical approach and provide good materials for this purpose.
 - PLOC Lining: project is complete; staff is wrapping up final paperwork; receipt of first installment of grant funds expected later in the week.
 - Farmer Led Council (FLC): Scott SWCD secured additional grant funds that will be used to incentivize new farmers to try conservation farming techniques.

- **4.2 Upper Prior Lake Alum Treatment (Phase II) Project Ordering**

- Presented by Emily Dick
- Manager Boyles motioned to adopt Resolution 25-399: Ordering the Upper Prior Lake Alum Treatment (Phase II) Project. 2nd by Manager Morkeberg. Passed 5-0.

- **4.3 Upper Prior Lake Alum Treatment: EOR Scope of Services**

- Presented by Emily Dick
- Manager Morkeberg motioned to approve the EOR Scope of Services for Upper Prior Lake Alum Treatment Assistance and to authorize the District Administrator

to enter change orders in an aggregate amount not to exceed \$1,992, or 10% of the contract NTE. 2nd by Manager Boyles. Passed 5-0.

4.4 Upper Prior Lake Alum Treatment (Phase II) – Authorization to Solicit Bids

- Presented by Emily Dick
- Manager Morkeberg motioned to authorize solicitation of competitive bids for the Upper Prior Lake Alum Treatment (Phase II) project, with any further non-substantive changes on advice of engineering and legal counsel. 2nd by Manager Tofanelli. Passed 5-0.

4.5 2026 Levy and Budget Certification – Resolution 25-400

- District Administrator Giese presented the proposed 2026 budget and levy.
- Manager Morkeberg motioned to adopt Resolution 25-400 Certifying the 2026 Administrative and Metropolitan Water Management Tax Levy in the amount of \$2,156,000 and adopting the 2026 Budget in the amount of \$3,988,456. 2nd by Manager Tofanelli. Passed 5-0.

4.6 CAC Recommendation: Contribution to Spring Lake Park Signs

- Presented by Danielle Studer.
- Motion to approve a contribution of \$150 to Spring Lake Township for the purpose of printing new park signage by Manager Tofanelli, 2nd by Manager Morkeberg, passed 5-0.

• 5.0 TREASURER’S REPORT

Treasurer Morkeberg summarized the financial information for the period ended July 31, 2025, 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.
 - 6.1 Meeting Minutes – July 15, 2025, Board Workshop
 - 6.2 Meeting Minutes – July 15, 2025, Board Meeting
 - 6.3 Meeting Minutes – May 29, 2025, CAC Meeting
 - 6.4 Claims List and Bank Purchase Card Expenditures
 - 6.5 Resolution 25-401: Amending the 2025 Budget to Establish the 405-General Fund, 710-Office Expense Other Budget Line Item
- Motion to approve consent agenda by Manager Burnett, 2nd by Manager Tofanelli, passed 5-0.

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

- PLOC Cooperators Meeting, Thursday, August 21, 2025, 12:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Workshop, Tuesday, September 16, 2025, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Meeting, Tuesday, September 16, 2025, 6:00 pm (Prior Lake City Hall – Council Chambers)
- CAC Meeting, Thursday, September 21, 2025, 6:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)

- **8.0 ADJOURNMENT**

- Motion to adjourn by Manager Morkeberg, 2nd by Manager Tofanelli, passed 5-0.
- Meeting adjourned at 7:00 pm.

Respectfully Submitted,
Ben “Beverly” Burnett, PLSLWD Secretary, 9/8/25