



# PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

## REGULAR MEETING MINUTES

*Tuesday, December 17, 2024*

*Prior Lake City Hall*

*6:00 PM*

Members Present: Bruce Loney, Frank Boyles, Matt Tofanelli, Ben Burnett

Members Absent: Christian Morkeberg

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

Others Present: Wesley Steffen, Spring Lake Association  
Brett Emmons, EOR

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

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

• **2.0 PUBLIC COMMENT**

None

• **2.1 PUBLIC HEARING – 2025 Budget and Levy**

- Motion to Open Public Hearing by Manager Burnett; 2<sup>nd</sup> by Manager Tofanelli; passed 4-0.
  - 2025 Budget — Resolution 24-385.
    - Presented by Administrator Giese.
  - 2025 Levy — Resolution 24-386.
    - Presented by Administrator Giese.
  - No Public comment.
- Motion to close Public Hearing Manager Burnett; 2<sup>nd</sup> by Manager Tofanelli; passed 4-0.
- Motion to adopt Resolution 24-385 by Manager Tofanelli; 2<sup>nd</sup> by Manager Burnett; Passed 4-0.
- Motion to adopt Resolution 24-386 Certifying the Final 2025 Administrative and

Metropolitan Water Management Tax Levy (reflective of “Option B” with a levy amount of \$2,046,450) by Manager Tofanelli; 2<sup>nd</sup> by Manager Burnett; Passed 4-0.

- **3.0 APPROVAL OF AGENDA**

- Agenda changes:
  - Added 4.4 Spring Lake Demonstration Parcel survey.
- Motion to approve amended agenda by Manager Tofanelli; 2<sup>nd</sup> by Manager Burnett; Passed 4-0.

- **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.
- Staff is still at the fire station.
- Congratulations, Emily Dick, for the 2024 Outstanding Watershed Organization Employee of the Year award! This award is presented annually by BWSR to one employee within the State of Minnesota.
- All lakes have iced over by 12/11/24.
- Lake water quality results and report cards are now on the website.
- Fish lake Management plan: found a site with very high phosphorus levels in the soil. District staff is working with the farmer to rotate crops to draw down nutrient levels.
- The pipelining project is moving forward. Staff will seek authorization from the PLOC Cooperators to go out for bid on 1/7/25.

- 4.2 Ferric Chloride System Assessment**

- Emily introduced Brett Emmons from EOR, who presented the report findings that were included in the meeting packet.
- There was much discussion regarding and several errors pointed out by Managers.
- There was an inquiry from Manager Tofanelli whether there is technology available to better remotely monitor and operate the system.
  - Staff responded the new equipment will include a pressure switch and new equipment has the capability to be programmed to provide alarms of potential leak detection.
  - Manager Tofanelli expressed interest in pursuing use of improved technologies to improve system operations.
- There was an inquiring from Manager Tofanelli about the correlation of lab results to field conditions and whether other existing research was sought out that could be leveraged to inform the operation of the system. Mr. Emmons stated that EOR did a literature search and there not a lot of comparable facilities to reference. He cautioned that wastewater facilities are quite different than treating in natural systems like the District is doing as natural systems have numerous variables that cannot be controlled.
- Mr. Emmons will follow-up with engineers about questions and clean-up the

report and bring back.

- Motion to table approval of assessment report by Manager Boyles; 2<sup>nd</sup> by Manager Tofanelli; Passed 4-0.
- Motion to clean-up and revise report based on feedback and comments from the discussion by Manager Boyles; 2<sup>nd</sup> by Manager Tofanelli; Passed 4-0.

#### **4.3 Permit 24.02: Trunk Highway (TH) 13 Trail**

- Presented by Administrator Giese.
- Motion to approve the permit application for the TH 13 Trail project subject to conditions noted in the Permit Application and Staff Review Comments, by Manager Tofanelli; 2<sup>nd</sup> by Manager Burnett; Passed 4-0.

#### **4.4 Spring Lake Demonstration Parcel survey**

- Presented by Emily Dick.
- Motion to approve the contracting of Valley Surveying for surveying, marking, and mapping of the Spring Lake demonstration Site for an amount of \$3,200 for execution by the District Administrator, and with any further non-substantive changes on advice of legal counsel; by Manager Burnett; 2<sup>nd</sup> by Manager Tofanelli; Passed 4-0.

### **• 5.0 TREASURER'S REPORT**

President Loney 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 – November 19, 2024, Board Workshop
- 6.2 Meeting Minutes – November 19, 2024, Board Meeting
- 6.3 Claims List and Bank Purchase Card Expenditures Summary
- 6.4 Budget Amendment Resolutions:
  - Resolution 24-387: Amending the 2024 Budget to Reclass Funds in the 509-Implementation Fund, from 611-Highway 13 Wetland, FeCl System & Desilt, O&M to 550-FeCl Site Improvements
  - Resolution 24-388: Amending the 2024 Budget to Reclass Funds in the 509-Implementation Fund, from 626-Upper Watershed Projects to 626-Lake Ridge Feasibility Study
  - Resolution 24-389: Amending the 2024 Budget to Reclass Funds in the 509-Implementation Fund, from 626-Upper Watershed Projects to 550-200th Street Pond Improvements

- 6.5 Year End Fund Commitments:
  - Resolution 24-390: Alum Internal Loading Fund Balance Commitment
  - Resolution 24-391: Capital Project Planning Fund Commitment
- Motion to approve consent agenda by Manager Tofanelli; 2nd by Manager Burnett; Passed 4-0.
  
- **7.0 UPCOMING MEETING/EVENT SCHEDULE:**
  - CAC Meeting, Thursday, December 19, 2024, 6:00 pm (Prior Lake Library Large Meeting Room)
  - PLOC special cooperators meeting, January 7, 2025, 11:00 am (Virtual mtg)
  - Board of Managers Workshop, Tuesday, January 21, 2025, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
  - Board of Managers Meeting, Tuesday, January 21, 2025, 6:00 pm (Prior Lake City Hall – Council Chambers)
  - Farmer-Led Council Meeting, Thursday, January 23, 2025, 12:00 pm (Spring Lake Town Hall)
  
- **8.0 ADJOURNMENT**
  - Motion to adjourn by Manager Tofanelli; 2<sup>nd</sup> by Manager Burnett; Passed 4-0
  - Meeting adjourned at 7:46 pm

Respectfully Submitted,  
Ben Burnett, PLSLWD Secretary, 1/15/2025