



# PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

## REGULAR MEETING MINUTES

*Tuesday, December 12, 2023*

*Prior Lake City Hall*

*6:00 PM*

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

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: Josh Accola, Stantec  
Maureen Reeder  
Woody Spitzmueller  
Michelle Tofanelli  
Lisa Quinn, Spring Lake Township

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

Meeting was called to order by President Loney at 6:04 pm. Everyone present recited the Pledge of Allegiance.

• **2.0 PUBLIC COMMENT**

- No public comments.

**PUBLIC HEARING – 2024 BUDGET AND LEVY**

- Motion to open public hearing on the 2024 Budget and Levy resolutions by Manager Burnett; 2<sup>nd</sup> by Manager Boyles; passed 4-0.
  - 2024 Budget — Resolution 23-372
    - Manager Boyles motioned to pass Resolution 23-372; 2<sup>nd</sup> by Manager Burnett; passed 4-0.
  - 2024 Levy — Resolution 23-373
    - Manager Boyles motioned to pass Resolution 23-373; 2<sup>nd</sup> by Manager Burnett; passed 4-0.
- Motion to close public hearing on the 2024 Budget and Levy resolutions by Manager Boyles, 2<sup>nd</sup> by Manager Tofanelli; passed 4-0.

**PUBLIC HEARING – STORMWATER POLLUTION PREVENTION PLAN (SWPPP) ANNUAL PUBLIC HEARING**

- Motion to open the Annual Public Hearing for the Stormwater Pollution Prevention Plan (SWPPP), by manager Tofanelli; 2<sup>nd</sup> by Manager Burnett; passed 4-0.
  - The Stormwater Pollution Prevention Plan (SWPPP) was presented.
  - No public comments.
  - Motion to close public hearing by Manager Burnett, 2<sup>nd</sup> by Manager Tofanelli; passed 4-0.
  
- **3.0 APPROVAL OF AGENDA**
  - Agenda changes:
    - Added 4.6 for Administrator report
  - Motion to approve amended agenda by Manager Boyles; 2<sup>nd</sup> by Manager Tofanelli; passed 4-0.
  
- **4.0 OTHER OLD/NEW BUSINESS**
  - 4.1 Acknowledgement of Woody Spitzmueller and his service to PLSLWD.
    - Motion to recognize Woody Spitzmueller’s service to PLSLWD by Manager Boyles, Manager Burnett, Manager Tofanelli and Manager Loney; passed 4-0.
  - 4.2 Programs & Projects Update
    - Staff provided a report of its many activities the preceding month.
  - 4.3 Swamp Lake Phosphorus and Peak Flow Reduction Feasibility Study
    - Study presented by Emily Dick
    - Motion to accept study by Manager Boyles; 2<sup>nd</sup> by Manager Tofanelli; passed 4-0.
  - 4.4 Fish Lake Management Plan Update
    - Motion to accept Plan Update as presented by Manager Burnett; 2<sup>nd</sup> by Manager Tofanelli; passed 4-0.
  - 4.5 Ferric Chloride Facility Electronic Equipment Replacement Update
    - Motion to approve the replacement of Ferric Chloride Facility failed weir and tank level sensors and failed datalogger by Manager Boyles; 2<sup>nd</sup> by Manager Tofanelli; passed 4-0.
  - 4.6 Administrator report - Administrator Giese
    - Staff is still working to respond to concerns expressed by Tom Chaklos at the November meeting during the public comments about the health of Haas Lake.
    - E-mail for scheduling of Board Retreat
    - Staff attended Minnesota Watersheds Conference and found many useful sessions and information
      - Next year with full membership in Minnesota Watersheds, some board managers will need to attend as well.
    - Thank-you’s were sent to PLSLWD volunteers.

- **5.0 TREASURER’S REPORT**

Administrator Giese summarized the financial information contained in the packet including:

- **5.1 Monthly Financial Reports (Discussion Only)**

- Financial Report
- Treasurers Report
- Cash Flow Projections

- **6.0 CONSENT AGENDA**

Manager Loney removed Item 6.7 from the consent agenda.

**6.1** Meeting Minutes – November 14, 2023, Board Workshop

**6.2** Meeting Minutes – November 14, 2023, Board Meeting

**6.3** Meeting Minutes – September 28, 2023, CAC Meeting

**6.4** Claims List and Bank Purchase Card Expenditures Summary

**6.5** Year End Fund Commitments

- Alum Internal Loading Fund Balance Commitment – Resolution 23-374
- Upper Watershed Fund Balance Commitment – Resolution 23-375
- Debt Payment Reserve Fund Balance Commitment – Resolution 23-376

**6.6** Personnel Policy Update: Paid Time Off, Earned Sick and Safe Time, and Holidays

- Motion to approve consent agenda items 6.1 through 6.6 (removed 6.7) by Manager Burnett; 2nd by Manager Tofanelli; passed 4-0.

**6.7** 2024 WSB Carp Management Services Contract

- Motion to approve 2024 WSB Carp Management Services Contract by Manager Loney; 2nd by Manager Boyles; passed 4-0.

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

- Farmer-led Council Meeting, Tuesday, December 19, 2023, 12:00 pm (Spring Lake Township Hall)
- Board of Managers Workshop, Tuesday, January 16, 2024, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Meeting, Tuesday, January 16, 2024, 6:00 pm (Prior Lake City Hall – Council Chambers)
- CAC Meeting, Thursday, January 25, 2024, 6:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)

- **8.0 ADJOURNMENT**

- Motion to adjourn by Manager Burnett; 2<sup>nd</sup> by Manager Tofanelli; passed 4-0.
- Meeting adjourned at 7:18 pm

Respectfully Submitted,  
Ben Burnett, PLSLWD Secretary, 1/8/24