



# PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

## REGULAR MEETING MINUTES

*Tuesday, Aug. 8<sup>th</sup>, 2023*

*Prior Lake City Hall*

*6:00 PM*

Members Present: Bruce Loney, Christian Morkeberg, Frank Boyles, Ben Burnett  
*Absent: Matt Tofanelli*

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

Others Present: Lisa Quinn, Spring Lake Township

### **1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Meeting was called to order by President Loney at 6:05 pm, everyone present recited the Pledge of Allegiance.

### **2.0 SWEARING IN OF MANAGER BOYLES**

Manager Boyles was sworn in for another 3-year term as a PLSLWD Board Manager.

### **PUBLIC COMMENT**

None

### **3.0 APPROVAL OF AGENDA**

Motion to approve agenda by Manager Morkeberg; 2nd by Manager Boyles; 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.
- Still in “severe” drought lake levels

## 4.2 2023 Interns Presentation

Lindsay and Ashley gave a presentation of their summer work for the District

## 4.3 Staff Paid Holidays

- Due to the required addition of Juneteenth to the list of holidays, Administrator Giese presented the request and recommendation to add a paid holiday to the current list of 11 paid holidays, to 12 total paid holidays. This is in line with other watershed districts as well.
- Motion to approve the request by Manager Boyles; 2<sup>nd</sup> by Manager Burnett; passed 4-0.

## 5.0 TREASURER'S REPORT

### 5.1 Monthly Financial Reports

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

- Financial Report
- Treasurers Report
- Cash Flow Projections

### 5.2 Quarterly Report of Investment Activities

Administrator Giese presented the Quarterly Report of the District's Investments.

## 6.0 CONSENT AGENDA

### ~~• 6.1 Meeting Minutes – June 22, 2023, Joint Board of Managers & CAC Meeting~~

- 6.2 Meeting Minutes – July 11, 2023, Board Workshop
- 6.3 Meeting Minutes – July 11, 2023, Board Meeting
- 6.4 Meeting Minutes – May 30, 2023, CAC Meeting

### ~~• 6.5 Claims List, Visa, and US Bank Purchase Card Expenditures Summary~~

- 6.6 PLSLWD Website Redesign Agreement with HDR, Inc.
- 6.7 Jeffers Lodge Declaration of Conservation Easement

Motion to approve consent agenda (without 6.1 and 6.5) by Manager Burnett; 2<sup>nd</sup> by Manager Boyles; passed 4-0.

### 6.1 Meeting Minutes – June 22, 2023, Joint Board of Managers & CAC Meeting

- Correction to the minutes from 6/22/23 joint meeting. The motion to adjourn was made by Matt Tofanelli.
- Motion to accept correction by Manager Boyles; 2<sup>nd</sup> by Manager Burnett; passed 4-0.

### 6.5 Claims List, Visa, and US Bank Purchase Card Expenditures Summary

- Correction to "Claims List". "May Carp Management" amount should be: \$16,954.75, and corresponding subtotal should be \$77,364.52.
- Motion to accept correction by Manager Boyles; 2<sup>nd</sup> by Manager Burnett; passed 4-0.

## **7.0 APOLOGY FROM MANAGER BOYLES**

Manager Boyles apologized for requesting extended time to provide feedback to the Spring Lake Association brochure that they were ready to publish, and then not providing feedback in the extended time, causing unnecessary delay.

## **8.0 UPCOMING MEETING/EVENT SCHEDULE:**

- PLOC Cooperators Quarterly Meeting, Thursday, August 17, 2023, 12:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Workshop, Tuesday, September 12, 2023, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Meeting, Tuesday, September 12, 2023, 6:00 pm (Prior Lake City Hall – Council Chambers)
- CAC Meeting, Thursday, September 28, 2023, 6:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)

## **9.0 ADJOURNMENT**

- Motion to adjourn by Manager Burnett; 2<sup>nd</sup> by Manager Morkeberg; passed 4-0.
- Meeting adjourned at 6:59 pm.

Respectfully Submitted,  
Ben Burnett, PLSLWD Secretary, 8/29/23