



# PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

## REGULAR MEETING MINUTES

*Tuesday, May 9<sup>th</sup>, 2023*

*Prior Lake City Hall*

*6:00 PM*

Members Present:

Bruce Loney, Christian Morkeberg, Ben Burnett  
Frank Boyles, Matt Tofanelli,

Staff & Consultants Present:

Joni Giese, District Administrator  
Jeff Anderson, Water Resources Coordinator  
Emily Dick, Water Resources Project Manager  
Shauna Capron, Water Resources Technician  
Carl Almer, EOR, District Engineer

Others Present:

Jody Brennan, Scott County Commissioner;  
Andy Berg, ABDO;  
Wesley Steffens, SLA;  
Mr. and Mrs. Bruce Lemke, residents

### **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 PUBLIC COMMENT**

Bruce Lemke, of 3571 Crystal Bay Lane, Prior Lake, requests the District and/or the city to recommend to residents to use city water instead of lake water for yard watering during draughts.

- Manager Loney asked Administrator Giese for more information on lake level effects from residents using lake water for yard watering.
- Manager Tofanelli recalled some time ago, when the city asked lake owners to use lake water instead of city water due to supply issues.
- Manager Loney suggested maybe an educational website related to this to help residents decide the best method to use.

### **3.0 APPROVAL OF AGENDA**

- Agenda changes:
  - Add 4.7 Salary Adjustment for Administrator Giese

- Motion to approve amended agenda by Manager Boyles; second by Manager Burnett; Motion carried, 5-0.

#### **4.0 OTHER OLD/NEW BUSINESS**

##### **4.1 Programs & Projects Update**

- Jeff Anderson & Emily Dick provided a report of staffs many activities the preceding month, and some upcoming events.
- Shauna Capron presented the Tier II Lakes: Water Quality Report Cards.

##### **4.2 Acceptance of 2022 Annual Audit**

- Andy Berg, from Abdo, presented the audit report.
- Motion to accept by Manager Boyles, 2nd by Manage Tofanelli; passed 5-0.

##### **4.3 Ferric Chloride System Assessment: Consultant Selection**

- Emily Dick presented the motion and assessment supporting the motion. Emily answered some questions from the managers.
- Motion to approve Ferric Chloride System Consultant contract to EOR for \$63,008 by Manager Morkeberg, 2nd by Manage Burnett; passed 5-0.

##### **4.4 Cost Share Projects Authorization**

- Emily Dick presented cost share request to help with two prescribed burns.
- Motion to approve the two prescribed burn projects by Manager Morkeberg, 2nd by Manage Tofanelli; passed 5-0.

##### **4.5 Revised Aquatic Plant Management Policy**

- Administrator Giese and Jeff Anderson presented the proposed revised policy.
- Motion to approve policy update (to start coordination efforts by January 31) by Manager Boyles, 2nd by Manager Burnett; passed 5-0.
- Motion by Morkeberg for staff to investigate possibility to coordinate with SLA for this year, and if possible, to do it; 2<sup>nd</sup> by Manager Tofanelli; passed 5-0.

##### **4.6 Minnesota Watersheds Membership**

- Administrator Giese presented recommendation to renew membership.
- Motion to join Minnesota Watersheds for 2024 by Manager Boyles, 2nd by Manager Loney; passed 5-0.

##### **4.7 Salary Adjustment for Administrator Giese**

- Motion to raise District Administrator salary 7% by Manager Tofanelli, 2nd Manager Burnett; passed 5-0.

#### **5.0 TREASURER'S REPORT**

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

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

- Financial Report
- Treasurers Report
- Cash Flow Projections

##### **5.2 Quarterly Report of Investment Activities (Discussion Only)**

- New quarterly report that will be provided by the Administrator to be in compliance with the District's investment policy.

- District investments are organized into a “Ladder” with approximately a quarter of the District’s investments (securities and certificates of deposit) maturing every three months to earn interest while providing cash availability when needed. More liquid District funds are invested in a money market account.

## **6.0 CONSENT AGENDA**

- 6.1 Meeting Minutes – April 11, 2023, Board Workshop
- 6.2 Meeting Minutes – April 11, 2023, Board Meeting
- 6.3 Meeting Minutes – March 30, 2023, CAC Meeting
- 6.4 Claims List & Visa Expenditures Summary
- 6.5 Hunters Pass Development Agreement and Conservation Easement
- 6.6 Stemmers Ridge Conservation Easement Amendment
- 6.7 CAC Chair, and Amended 2023 Meeting Schedule
- 6.8 National Association of State Procurement Officials (NASPO) Purchasing Card Program

- Motion to approve consent agenda by Manager Boyles; 2nd by Manager Morkeberg; Motion carried. Passed 5-0.

### **6.7B CAC Operating Guidelines**

- Motion by Manager Boyles to review and revise the CAC Operating Guidelines at next month workshop; 2<sup>nd</sup> by Manager Loney, discussion was held, concern about CAC participation and morale; Motion Failed 2-3.
- Motion to approve as originally submitted by Manager Tofanelli; 2nd by Manager Burnett; Motion Passed 4-1.

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

- PLOC Cooperators Quarterly Meeting, Thursday, May 18, 2023, 12:00 pm (Prior Lake City Hall – Parkview Conference Room)
- CAC Meeting, Thursday, May 25, 2023, 6:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)
- Board of Managers Workshop, Tuesday, June 13, 2023, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Meeting, Tuesday, June 13, 2023, 6:00 pm (Prior Lake City Hall – Council Chambers)

## **8.0 ADJOURNMENT**

- Motion to adjourn agenda by Manager Morkeberg; second by Manager Burnett; Motion Passed 5-0.
- Meeting adjourned at 8:05 pm.

Respectfully Submitted,  
Ben Burnett, PLSLWD Secretary, 6/6/23