Managers present: Dan DeBoer, Al Bakken, Brad Kramer, Joe Pacovsky, Mick Delger and Mike Hanson

Managers absent: Gary Pestorious

Chairman DeBoer called the Regular Meeting to order July 10, 2018 at 8:30 a.m. at the Albert Lea City Council Chambers, 221 East Clark Street, Albert Lea, MN 56007.

Chairman DeBoer opened the public hearing at 8:31 a.m. to review the Upper Twin Pumping Station. After calling for comments three times, no one from the public offered comments regarding the Upper Twin Pumping Station. Chairman DeBoer closed the public hearing and turned the meeting over to Freeborn County Administrator, Tom Jensen, to swear in the newly appointed managers.

Administrator Jensen swore in Managers Mike Hanson and Joe Pacovsky.

Administrator Jensen presided over the election of officers.

Manager Hanson offered the following motion:

Move to conduct the election with an open poll vote.

Manager DeBoer seconded the motion.

After discussion, a vote was taken and the motion was unanimously approved.

Administrator Jensen asked for nominations for Chairman.

Manager Bakken nominated Manager Pestorious for Chairman of the Shell Rock River Watershed District Board.

Administrator Jensen called for nominations for Chairman three times and closed nominations. A vote was taken and Administrator Jensen declared Manager Pestorious Chairman of the Shell Rock River Watershed Board.

Manager DeBoer nominated Manager Mick Delger for Vice-Chairman of the Shell Rock River Watershed District Board.

Administrator Jensen called for nominations for Vice-Chairman three times and closed nominations. A vote was taken and Administrator Jensen declared Manager Delger Vice-Chairman of the Shell Rock River Watershed Board.
Administrator Jensen asked for nominations for Treasurer.

Manager Delger nominated Manager Bakken for Treasurer of the Shell Rock River Watershed District Board.

Administrator Jensen called for nominations for Treasurer three times and closed nominations. A vote was taken and Administrator Jensen declared Manager Bakken Treasurer of the Shell Rock River Watershed Board.

Administrator Jensen asked for nominations for Secretary.

Manager Delger nominated Manager DeBoer for Secretary.

Administrator Jensen called for nominations for Secretary three times and closed nominations. A vote was taken and Administrator Jensen declared Manager DeBoer Secretary of the Shell Rock River Watershed Board.

Administrator Jensen declared the elections complete and turned over the meeting to the Vice-Chairman, Manager Delger.

Manager Kramer offered the following motion:

Move to approve the consent agenda as follows:

- Minutes of the June 12, 2018 SRRWD Monthly Board Meeting
- Minutes of the June 26, 2018 SRRWD Special Board Meeting
- Minutes of the May 16, 2018 Citizen Advisory Committee Meeting
- June 2018 Treasurer’s Report Subject to Audit
- June 2018 Project Fund Treasurer’s Report Subject to Audit
- Authorize Payment of Claims
- Authorize Payment of Project Fund Disbursements
- 2nd Quarterly Transfer

Manager Pacovsky seconded the motion.

On a roll call vote, the following managers voted in favor of said motion: DeBoer, Kramer, Pacovsky, Bakken, Hanson and Delger. Vice-Chairman Delger declared the motion passed.

There were no additional changes, corrections or deletions to the agenda.

Public Forum – Laura Cunningham, 1204 Cedar Ave., Albert Lea, MN 56007, spoke positively of the dredging project in Edgewater Bay. She has seen significant depth and clarity by her dock.

Public Forum – Susie Peterson, Albert Lea Convention and Visitors Bureau, 102 W. Clark St., Albert Lea, MN 56007, discussed the positive feedback she has received from citizens and visitors regarding our lakes.
Brian Hensley, Lakes Foundation Committee, gave an update:

- The next meetings have been scheduled for July 25, 2018 and August 22, 2018 at 4 p.m. at the Convention and Visitors Bureau (CVB).
- Environmental Committee meeting scheduled for August 9, 2018 at the Edgewater Bay Pavilion.
- Albert Lea Floats scheduled for August 11, 2018 at Frank Hall Park.
- Fundraising letter were mailed. An update will be given at the next SRRWD monthly board meeting.
- There is no update at this time regarding the grant application that was submitted to Freeborn County for the dock on Bridge Avenue.

Andy Henschel, Administrator, gave an update on the District’s dredge. On June 26, 2018, via motion, the board of managers agreed that it is in the best interest of the District to sell the dredge and convert it to liquid assets to be reinvested back into the project. The process of the sale of the District’s dredge is governed by Minnesota law. The SRRWD will issue a Request for Bid (RFB).

Manager DeBoer offered the following motion:

- Move to approve committee list with changes.

**Pickerel Lake Subcommittee**

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Address</th>
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<tbody>
<tr>
<td>AL BAKKEN</td>
<td>383-9321</td>
<td>74752 175TH ST. ALBERT LEA, MN 56007</td>
</tr>
<tr>
<td>GARY PE STORIOUS</td>
<td>373-6758</td>
<td>21941 INDIAN HILLS RD ALBERT LEA, MN 56007</td>
</tr>
<tr>
<td>JOE PACOVSKY</td>
<td>473-3276</td>
<td>19158 800TH AVE HAYWARD, MN 56043</td>
</tr>
<tr>
<td>WAYNE HANSON</td>
<td>373-7738</td>
<td>73655 MARLENE ST ALBERT LEA, MN 56007</td>
</tr>
<tr>
<td>Mike Oothoudt</td>
<td>383-7936</td>
<td>18919 SHARON AVE. ALBERT LEA, MN 56007</td>
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**Personnel Committee**

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>MIKE HANSON</td>
<td>402-1967</td>
<td>211 LEE PLACE ALBERT LEA, MN 56007</td>
</tr>
<tr>
<td>MICK DELGER</td>
<td>383-8920</td>
<td>75080 125 ST. GLENVILLE, MN 56036</td>
</tr>
<tr>
<td>BRAD KRAMER</td>
<td>369-6050</td>
<td>443 LAKEVIEW BLVD</td>
</tr>
</tbody>
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### 2018 CITIZEN ADVISORY COMMITTEE

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
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<tbody>
<tr>
<td>MIKE LEE</td>
<td>402-1211</td>
<td>2141 KENNETH DR ALBERT LEA, MN 56007</td>
</tr>
<tr>
<td>BILL HOWE</td>
<td>383-3117</td>
<td>1642 OAKHURST RD. ALBERT LEA, MN 56007</td>
</tr>
<tr>
<td>NEAL GJERSVIK</td>
<td>383-8413</td>
<td>69992 260TH ST ALDEN MN 56009</td>
</tr>
<tr>
<td>LINDSEY ZEITLER</td>
<td>373-5607</td>
<td>1400 W MAIN ST. ALBERT LEA, MN 56007</td>
</tr>
<tr>
<td>DALTON SYVERSON</td>
<td>377-4327</td>
<td>221 E CLARK ST. ALBERT LEA, MN 56007</td>
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<tr>
<td>JOE PACOVSKY</td>
<td>473-3276</td>
<td>19158 800TH AVE. HAYWARD, MN 56043</td>
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<tr>
<td>EDWARD HUBBARD</td>
<td>373-1688</td>
<td>1643 W MAIN STREET ALBERT LEA, MN 5607</td>
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### EXECUTIVE COMMITTEE

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>CHAIR – GARY PESTORIOUS</td>
<td>373-6758</td>
<td>21941 INDIAN HILLS RD ALBERT LEA, MN 56007</td>
</tr>
<tr>
<td>VICE CHAIR – MICK DELGER</td>
<td>383-8920</td>
<td>75080 125 ST. GLENVILLE, MN 56036</td>
</tr>
<tr>
<td>TREASURER - AL BAKKEN</td>
<td>383-9321</td>
<td>74752 175TH ST. ALBERT LEA, MN 56007</td>
</tr>
<tr>
<td>SECRETARY – DAN DEBOER</td>
<td>391-3984</td>
<td>25729 760TH AVE. CLARKS GROVE, MN 56016</td>
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### RULES COMMITTEE

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<tr>
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<td>JOE PACOVSKY</td>
<td>473-3276</td>
<td>19158 800TH AVE. HAYWARD, MN 56043</td>
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### STRATEGIC PLAN/BUDGETING

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<tbody>
<tr>
<td>Dan Deboer</td>
<td>391-3984</td>
<td>25729 760th Ave, Clarks Grove, MN 56016</td>
</tr>
<tr>
<td>Brad Kramer</td>
<td>520-5250</td>
<td>443 Lakeview Blvd, Albert Lea, MN 56007</td>
</tr>
<tr>
<td>Joe Pacovsky</td>
<td>473-3276</td>
<td>19158 800th Ave, Hayward, MN 56043</td>
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### FISH MANAGEMENT

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Address</th>
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<tbody>
<tr>
<td>Al Weisert</td>
<td>391-4840</td>
<td>1430 Edgewater Drive, Albert Lea, MN 56007</td>
</tr>
<tr>
<td>Mike Hanson</td>
<td>402-1967</td>
<td>211 Lee Place, Albert Lea, MN 56007</td>
</tr>
<tr>
<td>Brad Kramer</td>
<td>369-6050</td>
<td>443 Lakeview Blvd, Albert Lea, MN 56007</td>
</tr>
<tr>
<td>Ron Meyer</td>
<td>552-1214</td>
<td></td>
</tr>
<tr>
<td>Andy Henschel</td>
<td>391-2795</td>
<td>214 West Main St., Albert Lea, MN 56007</td>
</tr>
<tr>
<td>Larry Anderson</td>
<td>377-2392</td>
<td>824 Jefferson, Albert Lea, MN 56007</td>
</tr>
<tr>
<td>Richard Hoffman</td>
<td>377-5186</td>
<td>411 S. Broadway Ave, Albert Lea, MN 56007</td>
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### DREDGING COMMITTEE

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<thead>
<tr>
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<td>Dan Deboer</td>
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<tr>
<td>Gary Pestorious</td>
<td>373-6758</td>
<td>21941 Indian Hills Rd, Albert Lea, MN 56007</td>
</tr>
<tr>
<td>Mick Delger</td>
<td>383-8920</td>
<td>75080 125 St., Glenville, MN 56036</td>
</tr>
<tr>
<td>Alternate: Al Bakken</td>
<td>383-9321</td>
<td>74752 175th St., Albert Lea, MN 56007</td>
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</tbody>
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### ALBERT LEA LAKE COMMITTEE
Manager Kramer seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Andy Henschel completed SRRWD staff reviews. The Personnel Committee will meet in the near future to go over those reviews and also complete Andy Henschel’s review.

Due to personal interest in the next item, Vice Chairman Delger handed the gavel to Manager DeBoer and recused himself from any discussion and voting.
Manager Hanson offered the following motion:

Move to introduce Resolution 2018-25 as follows:

**Shell Rock River Watershed District**

**Conflict of Interest – Delger**

**Upgrades to District Office**

**Resolution 2018-25**

WHEREAS, the Shell Rock River Watershed District Board of Managers (the “Board of Managers”) held a workshop on May 8, 2018, in which they discussed potential upgrades to the Shell Rock River Watershed District (the “District”) office.

WHEREAS, a motion was brought by the District on June 12, 2018 to approve upgrades to the District office, including expanding the conference room, lighting upgrades, and installing a new furnace, not to exceed $40,000.00.

WHEREAS, the Board of Managers passed and unanimously approved the motion for upgrades to the District office.

WHEREAS, the District solicited bids from local electrical companies to complete the electrical portions of the office upgrades.

WHEREAS, the District received two electrical bids from Albert Lea Electric Co. of $8,730.00 and Thompson Electric of Albert Lea of $8,800.00 for the electrical work for the approved upgrades.

WHEREAS, Albert Lea Electric Co. provided the lowest bid.

WHEREAS, Mick Delger (“Manager Delger”) is a member of the Board of Managers and is the owner of Albert Lea Electric Co.

WHEREAS, the cost of the upgrades does not require competitive bids by law.

WHEREAS, the Board of Managers has determined that the bid of Albert Lea Electric Co. is as low as or lower than the price at which the commodity or service could be obtained elsewhere.

WHEREAS, the Board of Managers has determined that accepting the low bid from Albert Lea Electric Co. is in the best interest of the District.

NOW, THEREFORE, with disclosure of the potential conflict of interest, be it hereby resolved, Manager Delger abstained from voting and recused himself from discussion of this issue, as follows:

1. The Board of Managers hereby authorizes the District to engage in the services of Albert Lea Electric Co. and/or to enter into a contract to complete the approved electrical
upgrades to the District office, the cost of which shall not exceed the bid amount of $8,730.00.

2. Before a claim is paid for the service, Manager Delger must file with the District an Affidavit stating:

a. His name and the office held;

b. An itemization of the commodity or services provided;

c. The contract price;

d. The reasonable value;

e. His interest in the contract; and

f. That to the best of his knowledge and belief the contract price is as low as, or lower than, the price at which the commodity or services could be obtained from other sources.

Manager Kramer seconded the motion.

On a roll call vote, the following managers voted in favor of said resolution: DeBoer, Kramer, Pacovsky, Bakken, and Hanson. Vice-Chairman Delger abstained from voting and recused himself from discussion. Manager DeBoer declared the resolution passed.

Andy Henschel discussed the easement on the Country Club property where a wetland will be installed, specifically a berm to prevent flooding of the Country Club condominiums. This project, if approved, would go out for bid for construction to take place this fall.

Manager Hanson offered the following motion:

Move to approve Country Club Easement for the Fountain Lake Wetland Bank.

Manager DeBoer seconded the motion.

After discussion, a vote was taken and the motion was unanimously approved.

Manager Hanson offered the following motion:

Move to authorize District staff to put the Fountain Lake Wetland Bank out for bid.

Manager Pacovsky seconded the motion.

After discussion, a vote was taken and the motion was unanimously approved.

There is a surplus of black dirt from constructing the berms at the Confined Disposal Facility (CDF). The District is interested in selling the southernmost pile of dirt.

Manager Kramer offered the following motion:
Agenda Item #2
August 15, 2018

Move to authorize District staff to put the southernmost dirt pile at the Confined Disposal Facility out for bid.
Manager Bakken seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Andy Henschel gave an update on the District’s insurance status. Since 2003 the District has had coverage with Cincinnati Insurance Company. A recent audit resulted in a substantial premium increase. The District is looking at switching to the League of Minnesota Cities.

The Fountain Lake Restoration Project is moving along smoothly. The dredging contractor has not started discharging from the CDF yet. Per DNR permit requirements, the SRRWD has started water monitoring.

An upcoming workshop was discussed for manager training.

Two pieces of specialized equipment and software were discussed for the Fountain Lake Restoration Project.

Manager DeBoer offered the following motion:
   Move to approve the purchase of two pieces of equipment not to exceed $40,000 plus tax and shipping.
Manager Kramer seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

The board of managers were reminded to attend the special board meeting on July 26, 2018 at 8:30 am at the City Council Chambers.

Courtney Phillips, Resource Technician, explained the need to move the driveway and culvert on the Owen’s property to avoid impacts to the wetland. Freeborn Construction Inc. was the lowest bidder at $8,320.00

Manager Hanson offered the following motion:
   Move to approve installing a driveway and culvert for Owen’s Wetland Restoration.
Manager DeBoer seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Courtney continued with a discussion about the tile location regarding the Owen’s Wetland Restoration. Morreim Drainage Inc. provided the lowest bid at $2,500.00

Manager Pacovsky offered the following motion:
Move to approve tile location services with the lowest quote. 
Manager Hanson seconded the motion. 
After discussion, a vote was taken and the motion was unanimously approved. 

Courtney provided a Targeted Watershed project update including the Owen’s Wetland Restoration, Pickerel Lake Stream Stabilization project, and the Two-Stage Ditch project, and the Wosmoen Wetland Restoration. 

Manager DeBoer offered the following motion: 
Move to introduce Resolution 2018-26 as follows: 

Resolution 2018-26 
Upper Twin Lake Pumping Station 
Plan Approval 

WHEREAS, The Shell Rock River Watershed District Board of Managers (“Board of Managers”) pursues the mission of implementing reasonable and necessary improvements to the water-related and other natural resources within its boundaries; 

WHEREAS, The Shell Rock River Watershed District (the “District”) is charged with implementing the Shell Rock River Watershed District Watershed Management Plan (the “Plan”); 

WHEREAS, project goals and objectives set forth in the Plan include: 

• Install pump station to manage lake levels 
• Improve water clarity and quality in Upper Twin Lake 
• Employ lake management techniques to restore and improve aquatic vegetation 
• Re-establish native vegetation 
• Improve and enhance waterfowl habitat 

WHEREAS, On July 14, 2015, the District initiated Upper Twin Lake Pumping Station by Resolution 2015-07; 

WHEREAS, the Board of Managers having reviewed the Project Plan, and has determined that approval of the Project Plan will further the objectives of the Plan; 

WHEREAS, the District has pursued a comprehensive watershed approach to reduce sedimentation and improve water quality including filter strips, rock inlets, nutrient management systems, water and sediment basin installations, rough fish management practices, installation of
fish barriers, septic system inspections, stream bank and ditch restoration projects and the installation of rain gardens.

THEREFORE, the Board of Managers hereby finds that the Project has the potential to promote the public interest and welfare, is practicable, and conforms to the watershed management plan as set forth above.

NOW THEREFORE, be it hereby Resolved that the Shell Rock River Watershed District:

Sec. 1: Approves the Project Plan dated June 29, 2017 as presented by WSB & Associates; and
Sec. 2: Authorizes District staff to conduct work as needed to present this project to the Board for final review and public hearing as required by law.

Manager Bakken seconded the motion.
On a roll call vote, the following managers voted in favor of said resolution: DeBoer, Kramer, Pacovsky, Bakken, Hanson and Delger. Vice-Chairman Delger declared the resolution passed.

Manager DeBoer offered the following motion:
Move to introduce Resolution 2018-27 as follows:

Resolution 2018-27
Upper Twin Lake Pump Station
Establishment
Project - 2015-02

WHEREAS, The Shell Rock River Watershed District Board of Managers (“Board of Managers”) pursues the mission of implementing reasonable and necessary improvements to the water-related and other natural resources within its boundaries;

WHEREAS, The Shell Rock River Watershed District (the “District”) is charged with implementing the Shell Rock River Watershed District Watershed Management Plan (the “Plan”);

WHEREAS, project goals and objectives set forth in the Plan include:

- Install pump station to manage lake levels
- Improve water clarity and quality in Upper Twin Lake
- Employ lake management techniques to restore and improve aquatic vegetation
- Re-establish native vegetation
- Improve and enhance waterfowl habitat
WHEREAS, the District has pursued a comprehensive watershed approach to reduce sedimentation and improve water quality including filter strips, rock inlets, nutrient management systems, water and sediment basin installations, rough fish management practices, installation of fish barriers, septic system inspections, stream bank and ditch restoration projects and the installation of rain gardens.

WHEREAS, On July 14, 2015, the District initiated the Upper Twin Lake Pump Station Project by Resolution 2015-07;

WHEREAS, The Project Plan was forwarded to the Board of Water and Soil Resources (BWSR) and Department of Natural Resources (DNR) for their review and comment and said comments were received from BWSR by letter dated February 28, 2018;

WHEREAS, On July 10, 2018, by Resolution 2018-26, the Board of Managers approved the specifications for the Project (Final Project Plan);

WHEREAS, a public hearing was held on July 10, 2018 to review the project plan;

THEREFORE, the Board of Managers hereby finds that the proposed Upper Twin Lake Pump Station Project has the ability to promote the public interest and welfare in conformity with the watershed management plans as set forth above.

THEREFORE be it hereby resolved that the Shell Rock River Watershed District:

Sec. 1: Establishes “Project No. 2015-02 Upper Twin Lake Pump Station”,
Sec. 2: Authorizes District Staff to complete the Project set forth in the Final Project Plan;
Sec. 3: Authorizes District Staff and the District’s attorney to obtain bids; request for approvals and enter into any other agreement or contracts necessary to complete the project

Manager Pacovsky seconded the motion.
On a roll call vote, the following managers voted in favor of said resolution: DeBoer, Kramer, Pacovsky, Bakken, Hanson and Delger. Vice-Chairman Delger declared the resolution passed.

Scott Christensen gave an update on the Freeborn County AIS funding submittal. These projects focus on, but are not limited to:

- Development of carp population and biomass estimates
- Carp movement monitoring studies using both radio telemetry and Passive Integrated Transponder (PIT) technology
- Assessment of carp recruitment through young of the year and juvenile surveys
• Ageing analysis using a variety of fish structures
• General fishery assessments to determine size and age structure as well as assemblage
• Creation of integrated Pest Management (IPM) plans specific to carp
• Coordination of large scale carp removals across the Midwest

The board of managers briefly discussed the availability of the meeting minutes online at www.shellrock.org, scheduling a personnel committee meeting, a wage study with Freeborn County, adding committee and manager updates to the future agendas.

Manager Kramer offered the following motion:
  Move to adjourn the meeting.
Manager Pacovsky seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.