

**Notes: LSLID Board Meeting – October 2, 2023, at 4:30 PM**  
**Hybrid Meeting Via Zoom Conference Call with viewing option at Scandia Valley Town Hall**

Attendees: Rick Rosar (Chair), Fred Comb (Treasurer/Finance), Bob Ingle (Director), Pat Tvedt (Director), Duane Hendricks (Director) and Cindy Kevern (Administrator). 1 audience member attended, (1 Virtual, 0 at Scandia Valley Town Hall).

**1. Welcome**

Rick Rosar opened the meeting by welcoming Board members and the audience. Each Board member introduced themselves and noted their location. Rick welcomed Duane Hendricks onto the Board as its newest director and also extended thanks to Bob Koll for his dedication and service on the Board.

Rick noted that the audience would be able to ask questions at the end of the meeting by raising their hand through Zoom or by letting a Board member know at Scandia Valley Town Hall. He also noted that after they are recognized by the Chair, each audience member will be limited to one-minute period for comments or questions. Rick asked all to mute cell phones.

**2. Minutes of Board Meeting**

Rick Rosar reviewed the minutes from the September 13, 2023, Board meeting. He stated that Board Members have had a chance to review them, and they have been posted to the website. Rick Rosar asked for a motion to approve. Fred Comb made the motion and Bob Ingle seconded. Rick called for a Roll Call Vote.

Fred Comb	Yes
Bob Ingle	Yes
Pat Tvedt	Yes
Rick Rosar	Yes
Duane Hendricks	Abstained

**3. Treasurer's Report**

Fred Comb noted that since it is so early in the new month, the September Treasurer Report is not yet complete. When it is completed, it will be posted on the website. He also noted that the audit of the 2022 financial records is nearing completion.

**4. 2023/2024 Board Officer and Committee Assignments**

Rick Rosar stated that following the Annual Meeting, and with the addition of a new Director, the Board needs to review and update Officer positions. He moved the following Officer assignments:

- Chair – Rick Rosar
- Vice-Chair – Bob Ingle
- Administration/Secretary – Patricia Tvedt
- Finance/Treasurer – Fred Comb
- Director – Duane Hendricks

Rick Rosar made the motion and Duane seconded the motion. Rick called for a Roll Call Vote, but then amended the motion to include committee assignments.

Rick also noted that with the work ahead and change in Directors on the Board it is a good time to re-establish committee assignments which he suggested as:

## Committees

High Water Project	Rick Rosar, Bob Ingle
High Water Project Oversight	Pat Tvedt, Duane Hendricks
Bonding/Financing	Rick Rosar, Fred Comb
429 Process	Bob Ingle, Pat Tvedt, Duane Hendricks
Grants	Rick Rosar, Fred Comb
Communications	Bob Ingle, Pat Tvedt, Duane Hendricks
Bylaws	Fred Comb, Rick Rosar
AIS – Control and Management, Morrison County AIS Partnership Grant Program; Water Quality, Ambassador Program	Rick Rosar, Pat Tvedt, Bob Ingle, Duane Hendricks
Legal Liaison, Insurance	Rick Rosar, Fred Comb

Administrator/Project Manager	Cindy Kevern
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Rick noted that LID Member Volunteers and the Administrator will be added to committees as needed. The Board Assignments will be posted on the website.

Rick Rosar asked for a motion to approve the officers and committee assignments. Rick Rosar made the motion and Duane Hendricks seconded. Rick called for a Roll Call Vote.

Fred Comb	Yes
Bob Ingle	Yes
Pat Tvedt	Yes
Rick Rosar	Yes
Duane Hendricks	Yes

### 5. 2023/2024 Meeting Schedule

Cindy Kevern noted that the LID Board has previously established a Board Schedule with 4 regular meetings per year. These meetings include one each in the Fall, Winter, Spring, and the Annual Meeting in August. Today's meeting, October 2, 2023, will be considered the Fall meeting. After discussing dates with the Board members, the dates for the Winter and Spring Meetings will be Thursday, January 4, 2024, at 5 PM and on Tuesday, April 30, 2024, at 5 PM. The Annual Meeting will be held on August 26, 2024. This calendar schedule will be posted on the website.

Cindy also noted that Special meetings may be held as needed and will be pre-announced on the LID website. Meeting Notes are also posted on the LID website.

Rick Rosar noted that the Hybrid meeting format will continue allowing for both online and in-person attendees. Rick asked for a motion to approve the Meeting Schedule. Fred Comb made the motion and Duane Hendricks seconded. Rick called for a Roll Call Vote.

Fred Comb	Yes
Bob Ingle	Yes
Pat Tvedt	Yes
Rick Rosar	Yes
Duane Hendricks	Yes

### 6. Director Oath

Rick Rosar noted that the establishment order requires that each director sign an Oath. Rick stated that Patricia Tvedt will be collecting the signed forms from each Director, and Pat will file them with Morrison County.

**7. High Water Project Update**

Rick and Cindy provided a review of the High-Water Project:

- As the Board is aware, Bids for construction were issued and on August 10, 2023, the LSLID Board held a special meeting to review and accept the bids. The Board awarded the construction contract to the lowest responsible bidder, Landwehr Construction. The total construction cost estimate remains at \$5,550,000.
- The LSLID and Landwehr Construction signed an agreement, and a pre-construction conference was held on September 6, 2023.
- Scandia Valley and Fawn Lake Townships have approved traffic control plans for construction.
- Wetland Credits have been obtained.
- The LSLID is in the process of obtaining interim financing for the construction, which should be finalized in the next couple of weeks.
- The DNR agreement for grant funding is also in the process of completion. The Pricing committee and Ellers and the bond council will write the Certificate of Acceptance and will send to the State of Minnesota and the funds will be released Immediately. This will cover/ match funds spent from June 2, 2023 and later.

**Next project steps include:**

- Landwehr Construction is in the process of starting construction activities.
- Landwehr has posted traffic control signs with a detour of Aztec Road due to road construction.
- This coming week includes continued work on the road and clearing, erosion control and beginning work on the intake structure.
- Landwehr has provided a preliminary schedule that will be included in the minutes that includes completion of the intake structure by December. Work over the winter and ending in May will include the completion of the pumpstation and pipe installation. Final work next spring and summer includes grading, cleanup, testing and calibration with most work completed by July 2024.

Lake Shamineau Outlet Project Preliminary Schedule

Date:	October	November	December	January	February	March	April	May	June	July
Mob										
Intake Structure										
Pumpstation										
Install 16" PVC (AZTEC ROAD)										
Install 16" PVC Open Cut & Boring (HWY 10)										
Casing Pipe Install										
Install 30" HDPE										
Grading in Ditches										
Paving & Seeding										
Final Clean Up & Punch List										

Schedule may pend on weather, rainfall and pipe manufacture.

**8. Other Business**

Cindy Kevern reported that the LID’s annual report and 2024 budget will be presented to the Morrison County Board on October 3, 2023. The Annual report will be posted to the website.

**9. Audience Questions and Comments –**

Rick Rosar opened it up for comments or questions from the audience. He noted that participants should use the chat feature, wait to be recognized and limit their time for comments and questions to 1 minute.

- Following is a summary of the Comments and Questions: no comments or questions were made.

**10. Motion to Adjourn**

Patricia Tvedt made a motion to adjourn, and Bob Ingle seconded the motion. The Meeting adjourned at 4:57 PM.

Notes Submitted by: Patricia Tvedt