

Notes: LSLID Board Meeting – January 4, 2024, at 5 PM

Via Zoom Conference Call with viewing option at Scandia Valley Town Hall

Attendees: Rick Rosar (Chair) Bob Ingle (Vice-Chair), Fred Comb (Treasurer/Finance), Pat Tvedt (Secretary), Duane Hendricks (Director), and Cindy Kevern (Administrator). Approximately 5 audience members attended (approximately 4 virtually and 1 at Scandia Valley Town Hall).

1. Welcome

Chair Rick Rosar opened the meeting at 5:02 PM by welcoming Board members and the audience. Each Board member introduced themselves and noted their location.

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 the 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. Rick asked all to mute cell phones.

2. Minutes of Board Meeting

Secretary Pat Tvedt reviewed the minutes from the October 2, 2023, Board meeting. Pat stated that Board Members have had a chance to review them, and they have been posted to the website. Chair Rosar asked for a motion to approve the minutes. Patricia made the motion and Rick seconded. Rick called for a Roll Call Vote.

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

3. Treasurer’s Report

Fred Comb reviewed the Treasurers report as of November 30, 2023, and noted that End of Year December report will be posted when it is completed. All known bills have been paid, with the exception of the MCIT bill to be paid in January. A bookkeeper has been hired. Rick Rosar made a motion to approve the November 30, 2023, Treasurer Report. Duane seconded the motion. Chair Rosar called for a Roll Call Vote.

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

Fred Comb provided an explanation of the current status for the DNR Grant, which is not yet indicated in the Treasurer Report. He noted that to date, the LSLID has received \$937,129.03 from DNR. As of Friday, December 29th, the LSLID has applied for an additional \$886,967.26 in DNR Grant funds. This represents savings for LSLID Members of \$1,824,096.29 thus far.

4. AIS Update

Pat Tvedt provided an update on AIS with a review of work in 2023 and look ahead to 2024. Pat thanked the Morrison County Board for the AIS grant that the LID received in 2023. She reported that the grant included \$3,500 for AIS Survey and AIS Remediation which was spent on surveys, treatments, and scuba divers. The LID also received \$200 for sign update which was not spent since the signage remains in good condition and the mapping has not changed. In addition, the LID received \$10,000 for the AIS Ambassadors, of which \$6,684.06 was spent. The remaining grant funds of \$3,515,94 will be sent back to the County. A final report has been submitted to the County which included the following statistics: Total Ambassador hours in 2023 was 310; the number of watercraft entering Lake Shamineau during Ambassador time was 447; and the number of watercraft exiting Lake Shamineau during Ambassador time was 345.

In 2024, Pat noted that the LID will again be applying for AIS grant funds. The application has been received and it is in the process of completion. The LID will again be conducting AIS surveys, treatments, and diving. The LID will also be hiring Ambassadors at the landings. Plans are in process for the hiring. Rick also noted that he has applied for a State AIS Grant.

5. Project Construction Update

Chair Rosar and Administrator Cindy Kevern provided an update on the construction of the High-Water Outlet on Lake Shamineau.

Cindy reminded the Board of the Lake Shamineau Outlet Project Preliminary Schedule with the following estimated completion timeframe:

1. Intake Structure - January 2024
2. Pumpstation - May 2024
3. Install 16" PVC (Aztec Road) - May 2024
4. Install 16" PVC Open Cut and Boring (Highway 10) - May 2024
5. Casing Pipe Install - June 2024
6. Install 30" HDPE - June 2024
7. Grading in Ditches - June 2024
8. Paving and Seeding - July 2024
9. Final Clean Up and Punch List - July 2024

Cindy noted that Landwehr has made great progress this Fall and some tasks may be ahead of schedule. Cindy reported that weekly updates have been posted on the website as well as pictures of the construction.

Recent construction updates include:

- The Landwehr crew worked to construct the causeway for the inlet structure. They also cleared along the south side of Aztec road and removed and hauled out the building on the land that will be used for the pump house.
- Landwehr installed the sheet piling at the inlet in the lake to form the cofferdam so dewatering can begin. They also installed a pump to remove the water from the interior of the cofferdam.
- They worked to install a gravity flow pipe and a manhole along Pulaski Road; they removed milled asphalt from Aztec Rd; and they completed the boring alongside Highway 10.
- The pipe was bored under Co Rd 203. Landwehr finished the installation of the force main pipe bored under Highway 10, they installed gravity flow pipe, and they restored the ditch grade along Pulaski Rd.
- Landwehr also installed the fish screen, the wet well, and worked on the manhole in Aztec Road. They are also installing the pipe going from the wet well to the pump house.
- Currently the crew is on a pause due to the holidays and will be back at work on January 8, weather permitting.
- At this point, the construction is approximately half completed, and they are on track for completion as noted in their schedule.

Cindy further noted that temporary financing has been acquired through Ehlers Investment Partners for construction to proceed. After construction is completed, a Public Hearing will be held to review the final assessment and charge amounts. It is estimated that the final bonding will occur at the end of 2024 with notice provided to Property Owners in 2025 of the charge and assessment amount for their property. The property owners will have the ability to finance the amount due for an estimated 10 - 15 years.

As reported previously, the LID will be receiving up to \$3 Million in DNR reimbursement for the construction work. A special thanks to the LID treasurer, Fred Comb, who has been working to submit the DNR reimbursement claims. This work has included submitting hundreds of pages of receipts, invoices, and documentation to meet the DNR requirements. As noted during the treasurer report, the reimbursement funds are starting to be received which will offset the cost of construction for the property owners.

6. LID Policy Discussion and Approval

Chair Rick Rosar and Administrator Cindy Kevern discussed the need to document LID policies to meet the recommendations from the recent Audit. The first policy that the LID has worked to complete is the Expense

Reimbursement Policy. This policy was developed by the Administrator with input from Fred Comb and Duane Hendricks. Rick noted that while most of these expense reimbursement rules have previously been followed, they have not been written in policy. All the Board members have had a chance to review the policy and Cindy noted that several edits and changes have been made to the policy.

Cindy noted the following items included in the policy:

- Board members may be reimbursed only for out-of-pocket expenses actually incurred and paid on behalf of the LSLID.
- Claimed expenses must be documented by itemized original receipts and the policy includes a form that must be completed.
- Examples of reimbursable expenses for the LSLID may include (but not limited to):
 - Printing and advertising,
 - Aquatic Invasive Species expenses,
 - Postage and shipping expenses,
 - subscription expenses for online conference tool, newsletter, and website,
 - meeting expenses for in-person LSLID meetings,
 - other expenses approved for LSLID projects and administration.

Rick Rosar made a motion to approve the Expense Reimbursement Policy that will be effective January 4, 2024. Fred seconded the motion. Chair Rosar called for a Roll Call Vote.

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

7. LID 2023/2024 Schedule Correction

Cindy Kevern noted that at the October 2nd Board Meeting the LID 2023/2024 schedule was approved by the LID board. At that meeting, the date for the Annual meeting was incorrectly reported. The schedule included the date August 26th and it should have been August 24th. Cindy noted that the calendar posted on the website would be updated.

Chair Rick Rosar made a motion to approve the revised 2023/2024 Meeting Schedule including the Annual Meeting date of August 24th. Fred seconded the motion. Chair Rosar called for a Roll Call Vote.

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

8. Other Business

Chair Rick Rosar noted that the temporary financing and construction funds required the opening of an additional checking account. In addition, with the increase in interest rates for investments, it is in the best interest of the LID to invest funds that are not immediately required for expenses. To ensure that the transfer between accounts and opening of investment accounts is done with approval of the Board, Rick offered the following motion:

The Treasurer is authorized, with the approval of the Chair, to open investment accounts. The goal of the LSLID investments will be to maximize LSLID interest earnings while ensuring availability of funds as required for the LSLID. The Treasurer is further authorized to transfer funds between accounts, with the approval of the Chair. Investment earnings and transfers will be reported to Board members.

Bob seconded the motion. Chair Rosar called for a Roll Call Vote.

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

9. Audience Questions and Comments

Chair Rosar asked the audience if they had questions or comments. He also noted that after they are recognized by the Chair, each audience member should state their name and address and will be limited to one-minute period for comments. Questions and Comments included:

- 1) An audience member inquired about the continues makeup of the assessment committee and Chair Rosar stated that the makeup will remain similar as the past with only 2 LSLID board members attending committee meetings.
- 2) An audience member inquired about grant funding received and how it will reduce the individual payments. Chair Rosar stated that it is expected that it may be roughly half of the amount sent to each member in the notices.
- 3) An audience member inquired on the interest rates of the investments.
- 4) An audience member inquired stating the Pledge of Allegiance at the beginning of the meetings.

10. Motion to Adjourn

Chair Rosar adjourned the meeting at 5:48 PM Central time.

Notes Submitted by: Secretary Patricia Tvedt