

Notes: LSLID Board Meeting – August 10, 2023, at 4 PM
Via Zoom Conference Call with viewing option at Scandia Valley Town Hall

Attendees: Rick Rosar (Chair) Bob Koll (Vice-Chair), Fred Comb (Treasurer/Finance), Bob Ingle (Director), Pat Tvedt (Director), Engineer Mike Opat, Attorney John Shockley and Cindy Kevern (Administrator). Approximately 48 audience members attended (approximately 30 virtually and 18 at Scandia Valley Town Hall).

1. Welcome

Chair Rick Rosar opened the meeting at 4 PM by welcoming Board members and the audience. Each Board member introduced themselves and noted their location.

2. Minutes of Board Meeting

Chair Rosar reviewed the minutes from the June 27, 2023, Board meeting.

Bob Ingle noted that Cindy advised him of two modifications to the minutes that had been posted. Under the list of names of letters had been received advising the Board that they are supportive of moving forward, the two modifications are:

- a. Mark and Jan Murphy were listed twice. Number 36 should be deleted.
 - b. Jacob Dockendorf provided verbal support, but not a written letter. Number 39 should be deleted.
- It should be noted that, with those two deletions, 46 letters of support will be listed in the minutes.

Chair Rosar 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 with the two modifications. Patricia Tvedt made the motion and Bob Ingle seconded. Rick called for a Roll Call Vote. Chair Rosar noted that the revised minutes will be posted to the website.

Fred Comb	Yes
Bob Koll	N/A (phone muted)
Bob Ingle	Yes
Pat Tvedt	Yes
Rick Rosar	Yes

3. Treasurer’s Report

Fred Comb reviewed the Treasurers report as of June 30, 2023. Fred noted that the July Treasurer report will be available at the Annual Meeting. Rick Rosar asked for a motion to approve. Patricia Tvedt made the motion and Rick Rosar seconded. Chair Rosar called for a Roll Call Vote.

Fred Comb	Yes
Bob Koll	N/A (phone muted)
Bob Ingle	Yes
Pat Tvedt	Yes
Rick Rosar	Yes

4. Houston Engineering Project Tasks

Chair Rosar noted that Houston Engineering has completed many of the tasks related to completing construction plans, finalize right of way, preparing information for the improvement hearing, as well as developing bid and contract documents, issuing and receiving bids. These tasks were included in Task 5B which was approved at the October 6, 2022 Board meeting authorizing Chair Rosar to negotiate Task 5B with Houston Engineering to complete the finalization of plans, bidding, permitting, right of way, and the 429 process. He noted that the item was approved with all five Board members voting yes. Houston Engineering has informed Chair Rosar that the cost of Task 5B will exceed the original estimate due to additional time required for final design, Chapter 429 related tasks, additional right of way exhibits, and traffic control plans required by MnDOT and Morrison County. In addition, Task 5B includes tasks related to selection of the contractor and award of the contract. Chair Rosar reported that he will continue to work with Houston on oversight of the tasks. The tasks completed after June 1, 2023 will be reimbursable by the State DNR Flood Mitigation Grant by up to one-half.

Chair Rosar asked for a motion to approve the authorization of Chair Rosar to negotiate with Houston Engineering the additional costs for Task 5B and the completion of the tasks through the award of the contract with the contractor and up until the start of construction. Bob Ingle made the motion and Patricia Tvedt seconded the motion. Chair Rosar called for a Roll Call Vote.

Fred Comb	Yes
Bob Koll	N/A (phone muted)
Bob Ingle	Yes
Pat Tvedt	Yes
Rick Rosar	Yes

Chair Rosar reported that Houston Engineering will be completing tasks to oversee the construction of the High-Water Outlet Project and tasks related to the final assessment hearing. Tasks include Construction Contract administration – during and post construction, post construction, permitting and funding, and project management. The tasks completed will be reimbursable by the State DNR Flood Mitigation Grant by up to one-half. Chair Rosar also noted that he will work with Houston Engineering to negotiate a Task work order to complete the work in this task item.

Chair Rosar asked for a motion to authorize Chair Rosar to approve the authorization of Chair Rosar to negotiate with Houston Engineering the tasks and costs for Task 6 and the completion of the tasks through the completion of construction and the final assessment hearing. Fred Comb made the motion and Patricia Tvedt seconded the motion. Chair Rosar called for a Roll Call Vote.

Fred Comb	Yes
Bob Koll	N/A (phone muted)
Bob Ingle	Yes
Pat Tvedt	Yes
Rick Rosar	Yes

5. Review of Contractor Bids and Award of Contract

Chair Rosar introduced Mike Opat from Houston Engineering. Mr. Opat provided a review of the contractor bid responses, a review of the process, and an update on costs and schedule. There were a few questions from the Board to clarify the quotes.

Chair Rosar read the Resolution Accepting Bid. Patricia Tvedt made a motion to approve the Resolution Accepting Bid. Bob Ingle seconded the motion. Chair Rosar called for a Roll Call Vote.

Fred Comb	Yes
Bob Koll	N/A (phone muted)
Bob Ingle	Yes
Pat Tvedt	Yes
Rick Rosar	Yes

6. Other Business

Chair Rosar noted that the Annual Meeting will be held on August 26th at 9 AM. The voting information and Property Owners letter was mailed on August 2nd. In addition, the meeting announcement has been published in the newspaper and announced on the LID website.

Treasurer Fred Comb noted that there needs to be an additional checking account opened for the High Water Outlet Project. Chair Rick Rosar made a motion to authorize Treasurer Fred Comb to open a second checking account in the name Lake Shamineau Lake Improvement District High-Water Project Fund for the sole use of the high-water project. Patricia Tvedt seconded the motion. Chair Rosar called for a Roll Call Vote.

Fred Comb	Yes
Bob Koll	N/A (phone muted)
Bob Ingle	Yes
Pat Tvedt	Yes
Rick Rosar	Yes

7. Motion to Adjourn

Bob Ingle made a motion to adjourn, and Fred Comb seconded the motion. The meeting adjourned at 4:45 PM.

Notes Submitted by: Bob Ingle