

**June 14, 2019**

**TO:** Lake Shamineau Property Owners

**FROM:** Board of Directors of the Lake Shamineau Lake Improvement District

**RE:** Nomination Process, Updates, and Meeting Information

**The purpose of this letter is to advise all Lake Shamineau Property Owners of the following:**

- I. Nominations for two Board of Director seats are open. Instructions for submitting nominations are below. Please note that nominations will be due and ***must be received by July 9, 2019.***
- II. An update on recent LID activities.
- III. Provide an announcement to property owners of a **High-Water Project Informational Meeting that will be held on Saturday, July 6, 2019 beginning at 9:30 AM** at the Lincoln Evangelical Free Church.
- IV. Provide the meeting time and location of the Annual Meeting, which will be held on **Saturday, August 24, 2019 at 9:30 a.m.** at the Lincoln Evangelical Free Church. The agenda and voting information will be sent to you in July.

**I. Nomination information:**

- There are two Board of Director seats open for election at the Annual Meeting. A list of responsibilities below highlights some of the duties that are expected of the five Directors. Incumbents for the open seats are Bob Koll and Don Ogilvie. The newly elected directors will take office 4 weeks after elected.
- Each of the two open seats requires that nominees are a permanent resident. Permanent residency requires that your lake address must be your primary residence. For more information on establishing permanent residency contact Morrison County.
- You may nominate yourself or another Lake Shamineau property owner with permanent residency for a Board of Director seat.
- Submit the nomination information to LSLID, PO Box 394, Motley MN 56466, or email to [LSLIDBD@gmail.com](mailto:LSLIDBD@gmail.com).
- For each nomination, submit the name of the nominee, their lake address, their mailing address, their email address and their phone number. We will verify that they meet the residency requirement and we will also contact each nominee for background information to send out with the ballots.
- ***All nominations must be received by July 9, 2019.***

Following is a list of some of the responsibilities of the 5 member LSLID Board of Directors. Please note that the positions are volunteer positions.

- Attend and present at LSLID Board meetings (approx. 10 - 12 per year)
- Attend, provide written updates and present at Morrison County Board meetings (approx. 4 - 6 times per year)
- Meet and coordinate with County officials
- Attend and present at various other meetings with the DNR, Soil and Water, County, Engineering Firms, etc.
- Coordinate communications (website, newsletter, mailings to property owners, etc.)
- Present at and prepare for the Annual Meeting including handouts, room preparations, audio/visual, developing presentations, handling registrations, voting, etc.
- Coordinate LID projects (AIS, Ambassador, High-Water, etc.)
- Coordinate with hired contractors for projects
- Answer emails and phone calls
- Take notes and report on meetings
- Track financial information including accounting for expenses
- Coordinate with the county for determining assessment information
- Complete applications, required documentation and track information for grant funding from the DNR
- Use and be familiar with E-mail, Outlook, Word and Excel

## II. We would like to provide an update on recent activities:

1. **Aquatic Invasive Species (AIS):** The LID received the AIS Partnership Grant for the Quad Lakes which includes Lake Shamineau. The grant is used to survey the lake for AIS and to fund the updated signage and brochures at the landings. We have also scheduled planned treatments and hand pulling in the NW bay. Please note that if any property owner does not want the treatment to occur adjacent to their property, they need to notify the LSLID with their name and property address, at either PO Box 394, Motley, MN 56466 or at [LSLIDBD@gmail.com](mailto:LSLIDBD@gmail.com).
2. **Ambassador Program:** Beginning this summer we have also received funding for a new Ambassador program. We have hired three Ambassadors who will be staffing each of the landings to greet and educate visitors to inform them of the Aquatic Invasive Species (AIS) and requirements for cleaning their boats and trailers.
3. **Communications:** We have improved communications this year with the following -
  - Mailings were sent to property owners in October 2018 and January 2019
  - Beginning in February 2019, monthly electronic newsletters have been sent to subscribers to provide an update on activities. If you are not receiving the newsletter and would like to subscribe to the newsletter, send an email to [LSLIDBD@gmail.com](mailto:LSLIDBD@gmail.com).
  - Several LID Board of Director meetings have been held. Meetings are announced on the website, held at a local location or through an online conference tool, are open to the public, and notes are posted on the website.
  - Changes have been made to our website to make it easier to find information. The website includes information on all Board and LID meetings, engineering reports, RFP information, financial information, Fact Sheets, meeting announcements and other information that may be of interest to property owners. Updated Financial reports are posted online or are available upon request.
4. **High Water Project:** The goal of the high-water project is to determine a solution to the high water problem that is the most feasible, cost-effective and timely, and will minimize ongoing maintenance and future operating costs. Note that an all-time high water reading was taken in June (1277.0). Following is an update on the project:
  - On October 9, 2018 the Morrison County Board of Commissioners approved the LID budget including \$100,000 for the High Water Project and taken with the \$65,000 DNR grant, provides \$165,000 for 2019.
  - In January 2019 the LSLID issued a Request for Engineering Services. After reviewing proposals, checking references, and conducting interviews, the LSLID Board of Directors approved an agreement with Wiseth Smith Nolting (WSN) on April 15, 2019 to develop a high-water solution which includes 3 steps:
    1. Complete a route analysis in the NE area with emphasis on infiltration and update the feasibility study with an Engineers Report to be completed by May 31, 2019;
    2. Complete a preliminary design and provide an estimate of project costs for the High Water solution to be completed by August 1, 2019; and
    3. Complete plans and permitting with an anticipated completion date of November 19, 2019.
  - WSN has concluded Step 1 with a recommended route to the NE and a completed Preliminary Engineering Report which includes testing information, high level detail, and costs for a proposed solution that includes pumping water from the lake and to infiltrate to a gravel pit NE of the lake across Bugle Road.
  - ***The Preliminary Engineering Report can be found on the LID website. Please note the following:***
    - Borings, observation wells, surveys, and infiltration testing has provided preliminary data with positive findings for infiltration at a gravel pit at the NE part of lake across Bugle Road.
    - The map included in the report indicates a route to the gravel pit from the lake, which is for illustrative purposes only. During the next step of the project, we will be working with property owners to determine the exact route.
    - The costs in the report are preliminary. During the next step of the project WSN will be looking at alternatives and ways to reduce the costs.
5. **DNR Grant:** On June 3, 2019 the LSLID Board of Directors accepted the Preliminary Engineering Report completed by WSN. This documentation has been submitted to the DNR to begin the process of creating an agreement with the LID which we anticipate to be executed in the next few days. The LID is an eligible recipient for DNR grant funds which will allow us to submit expenses for DNR grant reimbursement. The DNR has also given promising information regarding possible future grant funds for the High-Water Project.

**6. Next Steps for High-Water Project:**

The engineering firm, WSN, will continue design work on the solution in June and July and work with agencies including the DNR, Soil and Water, and the County to ensure the solution is feasible for permitting. By August 1, detail on the solution including cost information will be available for review by property owners. At the August annual meeting, property owners will vote on a 2020 budget which will include costs for the next steps for a high-water solution. Plans and permitting tasks (included in the 2019 high water budget) will continue in the fall of 2019. The schedule for future steps including final design, construction plans, construction and operational plans will be announced as they become available.

A project team has been formed for communication and feedback. The team is made up of residential and commercial property owners, LID Board members and invited attendees from Morrison County, the Soil and Water District and the DNR. Team members have provided valuable input and will continue to meet at key points during the project.

The DNR has informed us that moving forward, permitting for a permanent high water solution must be sponsored by a local governmental unit, such as the Lake Shamineau Lake Improvement District. In addition, grant dollars through the DNR Flood Damage Reduction grant program cannot be awarded to individuals or independent organizations; these funds can only be awarded to local government units, such as the Lake Shamineau Lake Improvement District.

Thanks to Options for High Water (OHW) for providing survey data to the LID, and other information that has assisted us in moving to establish a route in the NE part of the lake. We appreciate all of the work they have put into testing and evaluating route options.

**III. Informational Meeting:**

***A High-Water Project Informational Meeting will be held on Saturday, July 6, 2019 beginning at 9:30 AM at the Lincoln Evangelical Free Church.*** This meeting will include an update for property owners on the High-Water Project and findings by the engineering firm. WSN will be available to present information and to answer questions. Additional project information may be found on the website, including a High-Water Fact Sheet.

**IV. Annual Meeting:**

The Annual Meeting for the Lake Improvement District will be held ***on Saturday, August 24 at the Lincoln Evangelical Free Church beginning at 9:30 a.m.*** The agenda and voting information will be sent to you in July.

**Other:**

- Visit the LID Website for up to date information including meeting minutes and other materials. The website address is: <https://minnesotawaters.org/lakeshamineau/LID/>.
- Send your email address to [LSLIDBD@gmail.com](mailto:LSLIDBD@gmail.com) to subscribe to our electronic newsletter.
- Make sure your mailing address is up to date with the Morrison County Auditor's Office as we use the County property information for our mailings.
- A reminder that the Morrison County Sheriff's office has established a 300 foot No Wake (idle speed) Zone on the lake within 300' of the shoreline around the entire lake.

***Please note that there will be a mailing sent at the end of July to advise you of the Annual Meeting, the agenda for the Annual Meeting and voting information.***

We want you to know that we heard many of your comments and advice at the 2018 Annual Meeting. We continue to improve communications and are committed to keep the LID members up to date with information.

Respectively,

***Bob Koll, Rich Rosar, Cindy Kevern, Fred Comb, Don Ogilvie***

Lake Shamineau Lake Improvement District