

Lake Shamineau Lake Improvement District (LSLID)
Special Meeting of the Lake Improvement District Board

September 22, 2019

LID Attendees: Bob Koll (Chair), Rick Rosar (Vice Chair), Fred Comb (Treasurer), Cindy Kevern (Secretary), Ardis Sandstrom

Other Attendees: Don Ogilvie (retiring Board member)

Location: Scandia Valley Town Hall

1. Welcome

Bob Koll welcomed the Board of Directors and audience to the Special Board Meeting at 1:00 PM. Bob noted that the audience would be able to make comments and ask questions at the end of the meeting. Bob noted that Cindy Kevern has requested that an additional agenda item be added to discuss the requirement for a Public Hearing.

2. Annual Meeting

Bob Koll commented on the Annual Meeting and noted that all 5 questions were approved. In addition, Bob Koll and Ardis Sandstrom were approved as Directors for two-year terms. Bob welcomed Ardis Sandstrom to the Board and offered help from the Directors as she gets oriented. Bob also thanked Don Ogilvie for all his hard work and assistance with the Board over his term and noted that his work with the electric costs has been very helpful. Bob also noted that there will be follow-up on comments and questions from LID members from the meeting. Cindy provided a summary of the comments and questions.

3. Minutes of July 24, 2019 Board Meeting

Cindy Kevern reviewed the July 24, 2019 Board Minutes. Motion was made by Rick Rosar to approve the Minutes from the July 24, 2019 Board meeting. Fred Comb seconded the motion. Motion approved unanimously.

4. Treasurer's Report

Fred presented the Treasurers report and noted that there is only one additional expense in August. Motion was made by Cindy Kevern to approve the Treasurers Report. Ardis Sandstrom seconded the motion. Motion approved unanimously. Cindy Kevern noted that the Treasurer's Report will be posted on the website.

5. 2019 Board Assignments

Rick Rosar noted that with the addition of a new Director, it would be good time to review and update Officer positions for the Board. He noted that he has had one-on-one discussions with the Board members and moved the following Officer assignments:

- Chair – Cindy Kevern
- Vice-Chair – Bob Koll
- Administration/Secretary – Rick Rosar
- Finance/Treasurer – Fred Comb
- Director - Ardis Sandstrom

Ardis Sandstrom seconded the motion. Motion approved unanimously.

Rick also noted that with the work ahead it may be good time to formally establish committees for work tasks. Rick moved the establishment of the following committee assignments:

High Water Project (HWP)	Rick Rosar, Cindy Kevern
Operations Planning for HWP	Rick Rosar, Cindy Kevern, + LID Member Volunteers
Bonding/Financing	Fred Comb, Cindy Kevern
Inflows	Bob Koll, Ardis Sandstrom, + LID Member Volunteers
Grants – Flood Mitigation	Cindy Kevern, Rick Rosar
New Grants and Funding	Ardis Sandstrom, Bob Koll, + LID Member Volunteers
Website	Rick Rosar, Cindy Kevern
Communications	Cindy Kevern, Rick Rosar
Bylaws	Fred Comb, Ardis Sandstrom

AIS – Control and Management	Rick Rosar, Bob Koll, + LID Member Volunteers
Quad Lake AIS Partnership Grant Program, Ambassador Program	Bob Koll, Ardis Sandstrom
Project Team for HW Outlet Project	Cindy Kevern, Rick Rosar + LID Member Volunteers
Legal Liaison	Rick Rosar, Cindy Kevern

He also noted that LID Member Volunteers will be added to committees as needed. The first person listed is the lead for the Committee.

Cindy Kevern seconded the motion. Motion approved unanimously.

6. Establishment Order Revisions

Cindy Kevern noted that the Revised Establishment Order was approved by the County Board on August 20, 2019 and became effective September 24, 2019. The new establishment order requires that each director sign an Oath. Cindy passed out a form for each Director to sign. The signed oaths will be filed with the Board Secretary and Morrison County.

7. High Water Project Update

- Cindy Kevern and Rick Rosar noted that they have had several meetings with WSN since the Annual Meeting regarding the details of the project and the route alternatives. They noted that two property owners have declined to allow easements over their property. WSN is currently working on a new route that may include up to five property owners. The LSLID and WSN are in process with contacting the property owners and four have expressed a willingness to work with the LID. The LID will be in contact with the fifth property owner and more discussions will occur this week. In addition, changes have been made to the gravel pit infiltration area due to an ACUB agreement with Camp Ripley that reduces the ability to cut trees. An additional infiltration site will be proposed on an adjacent property with a gravity feed from the primary basin. WSN has provided an updated design which includes an increase in cost due to the change in the infiltration basins, longer route, and utilizing submersible pumps to reduce sound. This new design will also mitigate potential issues with downstream and adjacent property owners. The change in cost includes an increase in construction costs, the contingency amount, and a slight increase in costs for LSID legal, fiscal, administration. The revised not-to-exceed project cost amount is \$2,275,000. The cost may go lower but cannot go higher once the 429-hearing resolution is passed.
- Cindy Kevern and Fred Comb noted that they have had several meetings with Jason Murray from David Drown Associates regarding financing of the project. It was determined that the LID should enter the process outlines in MN Statue 429. This will allow the LID to exercise the powers of a city to plan, establish, construct and finance the Lake Shamineau High-Water Outlet Project. To enter this process, a public hearing will need to be held.
- Rick Rosar made a motion to approve a resolution to hold a public hearing at the Lincoln Evangelical Free Church on October 17 at 6:30 p.m., to consider the construction of the following improvements: Outlet Control Structure to reduce and manage water levels at Lake Shamineau. The revised high-water project cost amount of \$2,275,000 will be included and this will be the maximum cost for the project. Rick made the full resolution available to the Board. Cindy Kevern seconded the motion.

Roll Call Vote:

Director	Yes	No
Bob Koll	X	
Rick Rosar	X	
Fred Comb	X	
Ardis Sandstrom	X	
Cindy Kevern	X	

- Other discussion items regarding the public hearing were noted:
 - The mailing list and labels will be provided by Morrison County from the property tax database. Bob noted that he had not yet received the labels but expected them to arrive soon.
 - Bob will work on stuffing envelopes with the materials, including the Public Notice, Attachment A will notify the Board when they are mailed.
 - Bob will also mail the notice to the appropriate county personnel.
 - Rick will work with the Attorney for the posting of legal notices in the newspaper.

There were several items noted for the meeting:

- A sign-in sheet should be provided for the attendees.
- Rick will coordinate recording of the meeting.
- WSN will be in attendance to present an overview of their report. The Attorney may attend to provide an update on the 429 process.
- Any attendee that chooses to speak should be asked to provide their name and address. Time limits will also be required for speakers as we have done at the Annual Meetings.

8. County Board Meeting Presentation

- Cindy Kevern reported that the LSLID Board of Directors will be presenting an annual report to the Morrison County Board on September 24. The update will include:
 - Approval of the 2020 budget for the LID
 - Delegation of authority to the LID for the purpose of the planning, establishment, construction and financing of the Lake Shamineau High-Water Outlet project as authorized in MN Statute 103B.555 subd. 4.

9. Other Business

- Cindy Kevern asked if a check had been sent to the Lincoln Church as approved at the previous meeting. Fred Comb reported that he had a check for Bob Koll to deliver to the Church.
- Cindy Kevern noted that she will be suggesting a project team meeting for Friday, October 11.
- Don Ogilvie noted that he thoroughly enjoyed working with the LID Board members during his term. All the Board members thanked him for his work with the LID.
- Cindy noted that a newsletter would be going out soon.

10. Audience Comment/Questions

There were six audience members attending the meeting. The audience had the following questions/comments:

- There was a question about the time limit for DNR grants.
- There were questions about the infiltration site and wetlands.
- There were several questions about submersible pumps and the Board stated they would ask WSN for information.
- A question was asked if easement costs were one-time and it was stated that they were.
- There were comments about ongoing costs for maintenance, operations, and financing.
- There were comments that the LID property owners need to know the total costs.
- There were comments and questions about the future of the project if there were changes the LID Board.
- There was a question about the Oath and the Board reported that the oath was prescribed in the Establishment Order and was found through the Secretary of State's office.
- There was a question about whether siphoning had been looked at and it was reported that it had been analyzed.
- There was a comment about the Board following the bylaws. The Board noted that in priority order, the Board needs to follow MN Statute, the Establishment Order and the bylaws. Since the bylaws now conflict with the new Establishment Order, they will need to be modified.
- There was a suggestion that the Board establish a regular board meeting schedule.
- There was a comment about the 444 Statute and the eminent domain clause. The Board noted that there is no intent to use eminent domain nor do they have the authority.
- There were comments about property owners that may have trouble financially to afford the assessment and noted that combining properties may be helpful if they have adjacent lots.

11. Motion to Adjourn

Motion was made by Fred Comb to adjourn the meeting. Rick Rosar seconded the motion. The motion was approved unanimously. The meeting adjourned at 2:35 p.m.

Respectively Submitted by Rick Rosar.