

**Notes: LSLID Board Meeting – September 9, 2020 at 6 PM
Via Zoom Conference Call**

Attendees: Cindy Kevern (Chair), Bob Koll (Vice-Chair), Rick Rosar (Secretary/Administrative), Fred Comb (Treasurer/Finance), Ardis Sandstrom (Director). Sixteen audience members attended.

1. Welcome

Cindy Kevern opened the meeting by welcoming Board members and the audience. She noted that the audience would be able to ask questions at the end of the meeting by using the chat feature on Zoom. She also noted that after they are recognized by the Chair, each audience member will be limited to one-minute period for comments. Cindy asked all to mute cell phones.

2. Minutes of Board Meeting

Rick Rosar noted the minutes from the July 16, 2020 Board meeting. He stated that Board Members have had a chance to review and they have been posted to the website. Cindy Kevern asked for a motion to approve. Fred made the motion and Bob seconded. Cindy called for a Roll Call Vote.

Rick Rosar	Yes
Fred Comb	Yes
Bob Koll	Yes
Ardis Sandstrom	Yes
Cindy Kevern	Yes

3. Treasurer’s Report

Fred Comb reviewed the previous Treasurers report as of August 31, 2020. Fred reported on the June revenues and expenses. Cindy Kevern asked for a motion to approve. Rick made the motion and Ardis seconded. Cindy called for a Roll Call Vote.

Rick Rosar	Yes
Fred Comb	Yes
Bob Koll	Yes
Ardis Sandstrom	Yes
Cindy Kevern	Yes

4. LID Annual Meeting and Voting

Cindy noted the voting results as posted noting that all 4 budget items were approved, the two Season Directors receiving the most votes were Fred Comb and Rick Rosar, and Tim Rice was elected for the permanent Director seat. Cindy noted that according to the Establishment Order, newly elected directors will take office on September 28, 2020 which is 4 weeks after elected (August 31). The vote results will be posted to the website. She noted that there were 173 mailed ballots and 58 electronic ballots. She also noted that 49 property owners completed a survey with the ballot company, and the majority were very satisfied and satisfied with the process.

Cindy also noted that the online meeting format seemed to go well. A recording and the PowerPoints from the meeting have been posted to the website. The Board received many thanks for their work. Cindy also asked the Board for any input on the meeting and whether there were changes that should be noted for the meeting next year. Board members noted that perhaps this same process could be used in future years, regardless of COVID.

5. High Water Project Update

Cindy provided an update on work completed over the last couple of weeks:

- Houston Engineering has completed the following:
 - Conducted a geotechnical and hydrogeologic review
 - Developed preliminary design/topographic survey
 - Developed a concept plan for forcemain to CR 203 ditch (on website)
 - Prepared a preliminary hydrologic and hydraulic analysis and summary report (on website)
 - Prepared a report to submit to the DNR for grant funding
 - Conducted initial outreach to agencies, landowners, public

- Participated in the Aug 6 Informational meeting, the Annual meeting and other meetings as requested.
- Cindy noted that she and Rick have had several meetings with the local DNR to keep them informed of the project, to seek input and to inquire on technical issues. The DNR also provided a letter of support for the project and the LID, which has been posted on the website.

Cindy stated that a Public Hearing for the 429 process will need to be held to set the maximum amount for the project and assessment. It is anticipated that this public hearing will be held in the late fall or early winter. Announcements for the public hearing will be provided by publishing in the Morrison County Record, a letter to all property owners and an announcement on the website.

Todd County Petition

Cindy stated that she and Rick had previously reported on a meeting with Todd County including a County Commissioner, the County Coordinator and Ditch staff. Cindy reported that the meeting was productive, and they talked about the process to gain approval for the use of Ditch 41. Todd County has been helpful in providing documents and estimated costs and agreed to meet again when more information is available on the West Outlet Project. Cindy and Rick are in the process of completing the required petition information and confirming the authority for submission to Todd County. They also noted that they will be working with Todd County to answer questions and follow their process. Rick made a motion to: Delegate authority to the High-Water Committee to finalize petition documentation and submit them to Todd County. Ardis seconded it. Cindy called for a Roll Call Vote.

Rick Rosar	Yes
Fred Comb	Yes
Bob Koll	Yes
Ardis Sandstrom	Yes
Cindy Kevern	Yes

Flowage Easements

The LID has had several meetings with property owners along the route to inform them of the project and to seek signed flowage easement agreements. Cindy thanked Bob Koll and Rick Rosar for all their efforts in making the contacts and having the discussion.

Rick Rosar reported that he has been working with Houston Engineering and the LID attorney to determine a format for the flowage easements. The easements will include information such as: description of the property, purpose of the easement, LSLID obligations, legal terms, and will include personalization for each property. Rick Rosar made a motion to delegate authority to Ardis Sandstrom, Bob Koll, or Rick Rosar to negotiate and sign the Flowage Easements on behalf of the Board. Ardis seconded the motion. Cindy called for a Roll Call Vote.

Rick Rosar	Yes
Fred Comb	Yes
Bob Koll	Yes
Ardis Sandstrom	Yes
Cindy Kevern	Yes

6. DNR Grant Resolution

DNR Grant Update: Rick Rosar provided background on information that the DNR will be able to provide additional grant funding for the design, testing, permitting and construction selection step. Rick read a resolution regarding the DNR grant and offered a motion to approve, including delegation of authority to the chairperson for submission of the required documents and execution of the required agreement with the DNR. Bob seconded the motion. Cindy called for a Roll Call Vote.

Rick Rosar	Yes
Fred Comb	Yes
Bob Koll	Yes
Ardis Sandstrom	Yes
Cindy Kevern	Yes

7. Houston Contract – Task 2A

Cindy noted that with the positive vote on the High-Water project, the LSLID Board will need to work on the next steps in the project. Cindy noted that she and Rick have been in communications with Houston Engineering to discuss the next steps in detail. She and Rick Rosar noted the following:

- To assist with the work that needs to be done for the next steps for a West Outlet solution, Rick and Cindy are recommending the approval of an agreement with Houston Engineering for Alternative Analysis and Ditch Petition. Cindy presented a document that provided detail regarding the scope of work and cost. She noted that this agreement would continue work with landowners and agencies, investigate bypass alternatives as needed, complete value engineering for project savings, complete wetland delineation, assist with the Ditch 41 petition process, assist with the 429 hearing process, at a cost of \$47,500. Funding for this agreement would be from the 2020 High-Water Project Pre-Construction Budget. Reimbursement could be received from the DNR when the DNR agreement is executed.
- It is anticipated that these services will be completed by October 31, 2020, or later depending on the completion of petition process.
- Cindy also noted that these services include the first services for Task 2 to provide a defined route and prepare for the next steps for detail design, operational plans, and final alignment determination. These next steps will be included in a subsequent agreement.
- Mike Opat from Houston Engineering will continue as project manager. In addition, Mark Aanenson and others at Houston will provide support to the project. Jeff Langan will also be involved on an as-needed basis.
- Cindy asked if the Board had any questions about the potential agreement with Houston.

Cindy Kevern made a motion to: Delegate authority to Rick Rosar and Cindy Kevern to finalize and execute an agreement with Houston Engineering to conduct alternative analysis and ditch petition at an amount of \$47,500. Rick seconded the motion. Cindy called for a Roll Call Vote.

Rick Rosar	Yes
Fred Comb	Yes
Bob Koll	Yes
Ardis Sandstrom	Yes
Cindy Kevern	Yes

8. Next Board Meeting

Cindy noted that a previously scheduled Board Meeting for September 19th will be canceled and instead a Board meeting will be held on or about September 28. That Board Meeting will include: Election of Officers, Committee Assignments, Director signing of Oath, setting up a meeting schedule for 2020/2021 for 4 regularly schedule Board meetings, and other items.

9. Other Business

- Ardis Sandstrom provided an update on a Floodplain Informational Meeting
- Audience Questions and Comments – Cindy Kevern opened it up for comments or questions from the audience. She noted that participants should use the chat feature, wait to be recognized and limit their time for comments and questions to 1 minute.
 - Questions were asked clarifying the work and cost of the Houston agreement, the cost of the Ballot and Voting services, the DNR grant, and the Emergency West end pumping project.
- Cindy thanked the Board for all their work with the many projects that have been completed over the previous year. She stated that it has been an honor to be on the Board and to act as Chairperson over this past year.

10. Motion to Adjourn

Ardis made a motion to adjourn and Fred seconded the motion. The Meeting adjourned at 7 PM.

Notes Submitted by: Rick Rosar