

Notes: LSLID Board Meeting – April 6, 2021 at 1 PM

Via Zoom Conference Call

Attendees: Rick Rosar (Chair) Bob Koll (Vice-Chair), Ardis Sandstrom (Secretary/Administrative), Fred Comb (Treasurer/Finance), Tim Rice (Director), Mike Opat from Houston Engineering and Cindy Kevern (Administrator). 8 audience members attended.

1. Welcome

Rick Rosar opened the meeting by welcoming Board members and the audience. He noted that the audience would be able to ask questions at the end of the meeting by using the chat feature on Zoom. 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. Rick asked the Board if there were any other items to consider in the agenda. Ardis mentioned that she would like to provide information on the Floodplain Mapping.

2. Minutes of Board Meeting

Ardis Sandstrom reviewed the minutes from the December 29, 2020 Board meeting. She stated that Board Members have had a chance to review them, and they have been posted to the website. Rick Rosar asked for a motion to approve. Bob Koll made the motion and Tim Rice seconded. Rick called for a Roll Call Vote.

Fred Comb	Yes
Bob Koll	Yes
Ardis Sandstrom	Yes
Tim Rice	Yes
Rick Rosar	Yes

3. Treasurer’s Report

Fred Comb reviewed the Treasurers report as of March 31, 2021. Fred reported on the current revenues and expenses and stated that the quarterly report will be posted on the web. Rick Rosar asked for a motion to approve. Ardis Sandstrom made the motion and Tim Rice seconded. Rick called for a Roll Call Vote.

Fred Comb	Yes
Bob Koll	Yes
Ardis Sandstrom	Yes
Tim Rice	Yes
Rick Rosar	Yes

4. High Water Project Update

Rick and Cindy provided an update on work completed over the few months:

- Provided an update to Fawn Lake Township Supervisors at a Fawn Lake Township meeting.
- Continued discussions with the Todd County landowners to discuss flowage easements. There have been many meetings with these landowners to determine how their land will be affected and to accommodate their requests. The landowners west of Highway 10 along the flowage route have all signed agreements to provide easements.
- A formal request for the petition to utilize Ditch 41 in Todd County has been submitted. The Todd County Board accepted the petition at their Board meeting this morning. A meeting is in the process of being scheduled with Todd County officials to discuss the petition process and schedule.
- Bi-monthly meetings with the local DNR have been held to keep them informed of the project and to provide detailed project information, to seek input and to inquire on technical issues.
- Beginning January 2, 2021, Houston began work on services defined as Task 2B. Houston Engineering is nearing completion of these tasks and has prepared a memorandum of services completed which will be posted on the website. Specifically, Houston has completed soil borings, surveys, preliminary planning tasks. They have also completed a review and analysis of power needs for the project. In addition, they are in the process of completed groundwater monitoring near the lake with the drilling of several wells.
- Houston also provided updated construction cost information which remains within the original budget.
- Houston has developed a draft operations plan that will be provided to agencies for review.

- Houston is nearing completion of Task 2B which included the development of the preliminary plan set of project features to 30%. Mike Opat from Houston Engineering provided an overview of the project plan and noted that these plans are only preliminary and will be updated.
- Cindy also mentioned that they have not found any grants available from the Corp of Engineering. She also mentioned that the Task 2B costs have been offset by the DNR grant of \$52,000.

6. Houston Agreement

Rick Rosar asked Administrator Cindy Kevern to provide an update on the Houston agreement.

Cindy reminded the Board that in December 2020, an agreement for Task 2B was approved with Houston Engineering for the completion of preliminary plans, ditch petition and right of way. Cindy noted that this agreement is nearing completion with only groundwater monitoring tasks remaining. Cindy also noted that it is anticipated that the actual cost of services from Task 2B will be approximately \$100,000 which is below the \$112,000 included as a cap on the agreement.

Cindy noted that she, Rick Rosar and Ardis Sandstrom have been working with Houston on the subtasks for the next step in the project, Task 3 and a document that provides a listing of the subtasks as well as a memorandum from Houston Engineering will be posted on the website. Cindy reviewed the scope of effort for 60% planning, petition, right of way, permitting and EAW. She noted that it includes developing 60% level construction plans which will include preliminary designs of key project features including hydraulic features, AIS filtration, forcemain and outlet, drainage system and lake inlet. It will also include value engineering to explore cost savings and an updated cost and documentation report. Houston will also be assisting with the petition process with Todd County, updating the Operations Plan, continued outreach with landowners, agencies and public, and assist with the 429 Hearing as needed.

In addition, Task 3 includes the permitting tasks for applying for permits with key agencies such as the DNR, COE, the County, MN DOT, etc. It also includes the preparation and issuance of an Environmental Assessment Worksheet (EAW). Upon completion of all the services in Task 3, the project will be ready for Task 4 which will include completion of final detailed design plans, developing bid and contract documents, issuing bids and selecting the contractor for construction.

The total contract amount for Task 3 is \$140,000 which includes a contingency amount of \$11,212. The agreement includes billing at the 2020 rates for Houston services and we anticipate these services will be completed by August 1, 2021. However, the timing of services will be dependent upon the completion of the petition process, permitting and the EAW. These costs will be funded through the 2021 LID budget and will also be matched with any remaining funds from the DNR grant of up to \$52,000.

Cindy also reviewed the project timeline. Since it took longer to attain agreements from the landowners and complete documentation, the project has been delayed from the initial schedule provided at the August Annual Meeting. The updated schedule estimates that Task 3 will be completed in August, and Task 4 for completing final plans and completing bidding for construction by Fall 2021. With this schedule, construction could begin in late Fall/Winter 2021.

Rick Rosar made a motion to delegate authority to Rick Rosar and Ardis Sandstrom to finalize and execute an agreement with Houston Engineering for Task 3 services including 60% planning, Ditch Petition, Right of Way, Permitting and EAW at an amount not to exceed \$140,000. Bob Koll seconded the motion. Rick Rosar called for a Roll Call Vote.

Fred Comb	Yes
Bob Koll	Yes
Ardis Sandstrom	Yes
Tim Rice	Yes
Rick Rosar	Yes

7. AIS

- Bob and Rick reviewed the grant information that has been received from the State and County.
- Bob noted that the LID will receive \$16,843 from the County in the amount of: \$3,500 for Vegetation Surveys, \$1,500 for Sign Repair, \$10,000 for the Ambassador program, and \$1,843 for Eurasian Watermilfoil treatment.
- Rick noted that the LID will receive a 2021 AIS Control Grant from the State of MN for treatment of Eurasian watermilfoil in the amount of \$3,270.
- Bob also discussed the Ambassador program noting that there may be up to 4 regular and 1 substitute Ambassador this year. There will be ambassadors at each landing on the weekends and holidays.
- Rick noted that surveys and treatments plans will be conducted as in previous years.
Rick also noted that Tim Rice has agreed to assist with the AIS activities and will be replacing Ardis Sandstrom on the AIS committee. In addition, Tim will be assisting Bob with the Ambassador program.

Rick made a motion to have Tim Rice replace Ardis Sandstrom on the AIS committee; and further moved that Tim Rice and Bob Koll will oversee the selection of Ambassadors and coordinate the Ambassador program.

Ardis Sandstrom seconded the motion. Rick Rosar called for a Roll Call Vote.

Fred Comb	Yes
Bob Koll	Yes
Ardis Sandstrom	Yes
Tim Rice	Yes
Rick Rosar	Yes

8. Other Business

- Rick Rosar noted that the legislature does not generally take up bonding in odd numbered years, however meetings with legislators have been conducted to determine if there could be an exception for the Lake Shamineau project to provide funding.
- Cindy noted a couple of communication items including sending out a newsletter and mailing a letter to property owners to provide updates.
- Ardis Sandstrom provided an update on the One Watershed One Plan Collaborative.
- Ardis Sandstrom provided an update on the Floodplain mapping schedule including the following anticipated key dates:
 - May 2021 – preliminary new maps issued
 - July 2021 – Local officials meeting
 - Aug/Sept 2021 – Public Open house
 - Oct/Nov 2021 – 90-day appeal begins
 - Jan/Feb 2022 – 90-day appeal ends
 - May/June 2022 – “Letter of Final Determination” sent to communities (Letter noting maps will be effective in 6 month)
 - Nov/Dec 2022 – new maps effectiveArdis noted that if significant appeals are submitted, that can delay things months or years depending on the types of issues that come up.
- Cindy Kevern noted that the next regularly scheduled Board meeting will be held online on June 22, 2021 at 6 PM.
- Audience Questions and Comments – Rick Rosar opened for audience comments or questions. He noted that participants should use the chat feature, wait to be recognized and limit their time for comments and questions to 1 minute.
 - Following is a summary of the Comments and Questions:
 - There were several questions regarding costs of easement agreements and how binding they are, if easements costs are itemized in the budget and treasurers report, If the lake levels begin to reside would the project be put on hold and the members surveyed, Blue line ditch capacity and posting of the proposed route map. One comment was made regarding publicizing the names of purchased easement agreements.

9. **Motion to Adjourn.**

Fred Comb made a motion to adjourn, and Tim Rice seconded the motion. The Meeting adjourned at 2:13 PM.

Notes Submitted by Ardis Sandstrom