

Little McDonald, Kerbs, Paul Lake Improvement District
Board of Director's Meeting Minutes, (not approved)
Wednesday, December 11, 2019, 3:00 P.M., Perham Area Community Center

Agenda item:

1. Introductions: Board Members attending: Jim Nigg, Blair Anderson, Dan Gleason, Denny Davidson, Boone Caughey, Steve Kulik, attending electronically, Bill Putnam, absent: Mark Plencner, Steve Nelson. Consultants attending electronically, John Shockley, Ohnstad Twitchell Law Firm, Chad Engels and Pat Downs, Moore Engineering.
Guests attending: Doc Kupferschid, Glenn Schreier Paul Lake, Angela Willenbring, Roger Neitzke, Ardell Wiegandt, Little McDonald.
There were no introductory comments from the guests.
2. Blair A. made a motion to approve the minutes from the November 13 Board of Director's meeting, a second was made by Denny D. Motion carried, 7-0.
3. Arrangements will be made for the capping of the two observation wells located on the Steve and Kathy Johnston property in March or April of 2020. John Shockley continues to work with John Saetre's attorney regarding the attachment of the 5/8 acre of land as stated in the Purchase Agreement.
4. Board assignments, as posted on the LMKP-LID web page, were approved by the Board. The motion came from Blair A., with the second from Denny D. Motion passed 7-0.
5. Project Engineer's Report, Chad Engels. Chad reviewed a meeting held on November 19, 2019 with various Otter Tail County Officials, LMKP-LID Board and Committee members, Minnesota DNR and two County Commissioners. Permitting of Public Waters was the topic with suggestions as to what a DNR permit application should include. Moore Engineering will focus on these suggestions with their internal staff in preparing the permit application.
6. Pat Downs, Project Coordinator, reported that on November 14, 2019, the Otter Tail County Board of Adjustment granted a variance to Mark Raby to sell 250 feet of property to LMKP-LID. A condition to this variance states that the LMKP-LID receives all necessary permits for the Kerbs Outlet/Channel. Pat also reported that the 429 process is complete. It appears that a Conditional Use Permit will be filed with Otter Tail County in January.
7. Treasurer's Report. Bill P. Bill presented a General Operating Expense report through November. Checking Account shows a balance of \$83,971.72. Outlet Operational Expenses Reserve account has a balance of \$248,729.51. Bill stated that LMKP-LID residents prepaid \$190,000.00 of their 429 assessments. Bill also discussed a recent billing from Otter Tail County for \$9,745.91. It appears that the Board would need further detail from the OTC Engineering Department before this can be paid. Devils Lake also was sent a similar bill. It was recommended that the Joint Committee connect with the County Engineering Dept. to clarify this billing. Regarding the Audit Review. This is being completed by Brad Helmeke and covers the years that Bill has been the treasurer. A similar Audit Review was completed for the treasurer before Bill took office. It was suggested that Brad H. attend the January

meeting to present his findings. Bill P. also stated that being LMKP-LID has reached a specific income level, in 2019, it will need to conduct a full audit of the 429 account and the General Operating Expense account. This will need to be completed as soon as possible. This income level was achieved as a result of the recent prepaid 429 assessments and the General Operating budgeted income. A search will begin for an Auditing Firm to complete this requirement. A motion was made by Dan G., with a second from Blair A. to approve the Treasurer's Report. Motion carried 7-0.

A motion was made by Steve K., second from Boone C. to approve payment of monthly bills to the following vendors, Forum, \$24.80 (meeting announcements), Lake Region Electric \$359.15, Arvig \$87.00, N/W Services \$800.00, Precision Locate \$64.00, PAAC and Photo Magic bill yet to arrive. Motion passed 7-0. Another motion was made by Boone C., with a second from Blair A. to pay the Moore Engineering submitted invoices relating to Task Order number 11 for \$1,865.00. Motion passed 7-0.

- 8.a. Chapter 429. John Shockley stated that all necessary reports have been sent to the Otter Tail County Auditor. A LMKP-LID resident sent their prepayment directly to the County Auditor. Follow-up will happen to be sure proper credit is received.
 - b. Outlet Operations. Denny D. reported that pumping may not be happening soon. Downstream water levels are still high. Denny also stated that the culvert coming out of Paul and the one from Rushe to Little Mac are frozen. We will need to contact a provider who can thaw out the culverts at the time we receive notice from the OTC to resume pumping. The Outlet Operations will review options to present to the Board regarding the frozen culverts and how best to move forward in a cost effective manner. Denny also reviewed the cost of placing signs near open water when pumping begins again. The DNR recommendations would require about 50 signs, and would result in considerable expense and time for proper placement. The Operations Committee will consider how best to deal with this. Our Operations Plan does not call for open water notices to be placed.
 - c. Kerbs Outlet/Channel, Angela Willenbring reported that the Project Engineers and the Project Coordinator's reports accurately covered this Working Group's activity.
9. The Board briefly discussed recent communication with the Otter Tail County Board of Commissioners.
 10. Lake water levels. Paul Lake froze over on Monday, Dec. 2, 2019 with a lake water level at +12 inches OHW.
Little Mac/Kerbs froze over on Tuesday, Dec. 3, 2019 at +11 inches OHW.
 11. The January, 2020 meeting of the LMKP-LID Board of Directors has been scheduled for Wednesday, January 22, 3:00 P.M. at the Perham PAAC.
 12. A motion was received from Blair A. to adjourn, second from Steve K., motion carried, meeting adjourned at 4:28 P.M..