

Little McDonald, Kerbs, Paul Lakes Improvement District
Board of Director's Meeting Minutes (approved)

Wednesday, February 26, 2020, 3:00 P.M., Perham Area Community Center

Agenda item:

1. Introductions, Board Members attending: Jim Nigg, Boone Caughey, Steve Nelson, Denny Davidson, Dan Gleason, Bill Putnam, Steve Kulik.
Attending electronically, Mark Plencner, Blair Anderson.
Consultants attending electronically from Moore Engineering, Chad Engels, project engineer and Pat Downs, Project Coordinator.
Guests attending: Doc Kupferschid, Paul Lake, Angela Willenbring, Renae Putnam, Karen Damann, Tom Snyder, Linda Nigg, Little McDonald Lake.
There were no comments from the guests.

Old Business:

2. A motion was made by Steve K. with a second from Boone C. to approve the minutes of the January 22, 2020 minutes without any additions or corrections. Motion carried 9-0.
3. The Tentative and Preliminary General Operating Review from CPA Brad Helemeke needs a specific format. This has been communicated to Brad to use his professional judgement for the needed format.
4. Boone C. reported that he has contacted numerous auditing firms in our area, Staples, Alexandria, Detroit Lakes etc. and has not received any interest in providing the service the LMKP-LID needs to complete the audit asked for by the Minnesota State Auditor. This audit was triggered by the LID income level generated by the prepayment, in 2019, of the Chapter 429 resident assessments. Boone will expand the search area. A motion was made by Bill P. with a second from Steve N. to approve an audit firm to complete the necessary State audit up to ten thousand dollars. Motion passed 9-0. The ten thousand dollars has been membership approved and is in the checkbook.
5. Jaco's Well Service and Repair has been contacted and his estimate to fill and cap two four inch observation wells on the Johnston property was received. Jaco's estimate was about \$400.00 to \$500.00 per well. The four inch well with extensions will be evaluated when weather permits. Price includes necessary preparation of State well sealing paperwork and a ten percent advertising discount. The motion to approve this work was made by Steve K. with a second by Steve N. Motion passed 9-0.
6. Campaign Finance and Public Disclosure Board. Communication was received for this State Department regarding the necessary filing of information and the dollar amount paid for lobbying expenses in 2019. This will be completed electronically by the March 16, 2020 deadline.
7. LMKP-LID residents Joel and Jane Schock met on January 28 with the Otter Tail County Public Works Committee with concerns about the LMKP-LID Board of Directors. The OTC County Attorney suggested they submit their questions to John Shockley, LMKP-LID attorney. Their questions were sent to John Shockley and he provided a written response to their concerns.

New Business:

8. County State Aid Highway #34. A letter was received from Pemberton Law Firm and another from Otter Tail County regarding Right of Way Acquisition along County Highway #34. The LMKP-LID has established permanent right of way easement contracts for our enhanced outlet pipe which goes below highway #34. This means our rights are protected and does not warrant any protest with Otter Tail County.
9. Project Engineer's Report. Chad Engels provided an update on the DNR permit application and gave additional information on the permanent easements along County highway #34.
10. Project Coordinator's Report. Pat Downs presented a Financial Management report for the local LID Funds, State Bond Funds, Interim Bond Funds and Permanent Bond Funds. This report through January 31, 2020 will be posted on the LMKP-LID.com web page. Pat also indicated that a Moore internal audit found a double bill to the LMKP-LID for the amount of \$1,560.00. A check for that amount has been sent to the LMKP-LID.
11. Treasurer's Report. Bill P. reported that bills of \$60.00 PAAC, Forum \$24.80, Ohnstad Twitchell, \$3,167.00, Moore Engineering \$742.50, LREC \$448.05, N/S \$800.00, Arvig \$41.30, RMB Lab \$199.30, Photo Magic \$15.60, Post Office Box rental \$64.00. A motion to approve payment was made by Dan G., second from Boone C., motion carried 9-0.
Bill also stated that a bill from RMB Labs contained line items that have been previously paid and of the \$835.70 bill only \$199.30 remains to be paid, which was approved as stated above. Bill also presented a list of expected future expenses. A bill from the County will require discussion with the County. Discussion was held on Task Order #5 which provides funds for the Project Coordinator and the work he does. A motion was made by Bill P. with a second from Steve N. to add an additional ten thousand dollars to this budget item, Task Order #5. Motion passed 9-0.
12. LMKP-LID Working Groups:
 - a. Outlet Operations, Denny D. reported that Mike K. project maintenance person snowmobiled to the outlet pipe as it nears the Otter Tail River to view the pipe moveable end flap lid. Nuts were loose and the lid could end up in the river if not repaired. Mike purchased the necessary lock nuts etc, returned and made the necessary repairs. Jim N. reported that he had a recent visit with Otter Tail County Kevin Fellbaum, who monitors river levels and gives the consent to operate our outlet pumps. Kevin stated that the Otter Tail River is running above normal cfs and it is very unlikely permission will be granted to start pumps with spring melt and run-off approaching. An e-mail will be sent out to LMKP-LID residents with this information.
 - b. Kerbs Outlet/channel. Angela Willenbring, nothing to report for this meeting.
 - c. Legislative update. Angela Willenbring stated that work continues with state legislators on our request for additional funding. Trips will be made to

St. Paul for additional visits with necessary legislators. Angela delivered a positive report.

- d. By-Laws update. Many items contained in our By-Laws do not apply to the present needs of today's LID. These items will be reviewed to be presented to the membership for their approval. Steve K., Steve N., Roger Neitzke and Jim N. will review the present By-Laws.
 - e. Nominations Group. Two Board members will be departing the Board as required by the By-Laws, (two-three years terms only.) The LMKP-LID Board will need a treasurer and presently does not have a secretary. It is important that residents step up to help with LID business and Board activity. Bill P. and Dan G. will be departing and also helping to nominate replacements. Ballot to be ready by May 1, 2020
13. Water Levels: Paul, freeze up, 12-02-19, +12 inches OHW.
Little Mac, freeze up, 12-03-19, +11 inches OHW.
14. Next Meeting: Wednesday, March 25, 3:00 P.M., Perham PAAC
15. Adjourn, Motion to adjourn by Boone C. with a second by Steve K.. Motion carried 9-0. Meeting adjourned at 4:15 P.M..