

ELID

Annual Meeting Minutes

July 8, 2023

Board Members in Attendance:

<u>NAME</u>	<u>E-MAIL ADDRESS</u>
Bill Shumaker, Chairperson	wshumaker@att.net
Kelly Hepper, Vice-Chairperson	rinehepper@aol.com
Colleen Ziebol, Treasurer	colleen.ziebol@gmail.com
Dean Johnson, Secretary	deano4496@gmail.com
Mike Peterson	mjlpeterson@mchsi.com
Krister Johnson	kristerjohnson@yahoo.com
Jeff Olson	j.s.olson12@gmail.com

Members in Attendance: There were 39 parcel members that registered/signed in (out of 191 members). All were offered a name tag at check-in. Background bios for election candidates were provided at registration, along with a paper ballot for voting during the meeting. A complete list of the “check-in” roster is attached as EXHIBIT A. In addition to the meeting notice being sent to each ELID member, a notice was published in the Battle Lake Review newspaper three times prior to the meeting.

Meeting PowerPoint Presentation: The Board of Directors prepared a PowerPoint presentation guide which organized and outlined the Annual Meeting discussion and topics. A copy of the “presentation” is attached as EXHIBIT B.

Meeting Notes:

1. Bill Shumaker **called the ANNUAL MEETING to order at 9:03 AM** at Eagle Lake Lutheran Church.
2. Bill Shumaker welcomed members to the second ANNUAL MEETING of the **Eagle Lake Improvement District (ELID)** and introduced the current Board of Directors.
3. Bill Shumaker introduced guest Kurt Mortenson, Otter Tail County Commissioner, District 3. Kurt welcomed the members and briefly noted the importance of a Lake Improvement District (LID) and briefly discussed forthcoming County sanitation code changes effective January 1, 2024 (sanitation system installations relative to property side yard setback).
4. Bill Shumaker’s opening remarks.

- a. Candidate's statements were sent out with the meeting notice and available at the reception desk upon entering today's meeting.
 - b. With no objections, the 2022 Meeting Minutes were not read during the meeting. Last year's meeting minutes, 2022 Annual Report and 2023 Budget (as approved at last year's meeting) has been available on the ELID websitewww.eaglelakeotc.com
 - c. Krister Johnson and Mike Peterson were appointed as inspectors of the elections for today's meeting. They will monitor and certify all voting that takes place today, either by voice vote, hand vote, or ballot.
5. Annual Meeting Agenda. Members were requested to review the meeting agenda on the screen. A motion to approve the Agenda was made and seconded. A voice vote was taken, and the AGENDA was unanimously **APPROVED**.
 - a. Call to Order
 - b. Introduction and Announcements
 - c. Annual Meeting Agenda
 - d. Speaker – Spencer McGrew, Aquatic Invasive Species Specialist
 - e. Treasurer's Report/Operating Budget 2022 & 2023
 - f. Election of Directors
 - g. Review of Culvert Replacement Project
 - h. Proposed ELID Assessment Fee
 - i. Proposed Financial Budget 2024
 - j. Election Results
 - k. Adjournment
6. Speaker – Spencer McGrew, Aquatic Invasive Species (AIS) Specialist. Spencer provided AIS handouts for members and discussed zebra mussels in Eagle Lake as well as other invasive species we need to be on the lookout for. He also noted that a wash station (for watercraft) is planned for the public landing and installation may occur this fall or spring of 2024. Additional copies of the AIS handout is available – please contact any Board Member.
7. Treasurer's Report/Operating Budget 2022 & 2023. Colleen Ziebol presented the 2022 Financial Report and the YTD 2023 Financial Report (presentation slides on both budget reports are included in the attached EXHIBIT B). A motion to “accept” the 2023 Financial Report was made and seconded. A voice vote was called for and the YTD 2023 Financial Report was unanimously **ACCEPTED**.
8. Election of Directors. Nominations were opened to fill three board seat vacancies for the ELID. Two full time resident seat vacancies and one seasonal seat vacancy. Those elected will serve a three-year term. The Board of Directors consists of seven members. There are four full time residents and three seasonal residents. It is the stated goal of the ELID Board that we endeavor to maintain this ratio between full-time and seasonal residents.
 - a. Call for nominations. Kelly Hepper, Colleen Ziebol, Douglas Norberg (all full-time residents) and Stephanie Enderle (seasonal resident) were nominated from the floor and seconded.
 - b. Call for any other nominations from the floor. No additional nominations voiced. Call for a motion to close nominations. A motion was made and seconded. Nominations from the floor were closed.
 - c. Candidates were offered an opportunity to come forward and address the membership to review their bio. No candidates made a statement.
 - d. A written vote was taken, and the paper ballots were collected for counting by the Inspectors of the Elections. The ballots contained the names of all four nominated

individuals plus two write-in spaces. Ballots were handed out at the registration desk prior to the meeting (one ballot per riparian parcel that is assessed a fee). Members are to cast a vote for 2 full time resident candidates and 1 seasonal resident. Election results at conclusion of meeting.

9. Review of Culvert Replacement Project. Dean Johnson provided an overview of the culvert replacement project. The project was approved by membership at last year's meeting. While the PowerPoint presentation had some technical issues for illustrating the graphic/photo supporting documentation during the discussion, some of the photos/graphics were presented later in the meeting. He discussed the project location, existing steel culvert condition and timeline for project construction. The presentation is included in the attached EXHIBIT B.
 - a. Summary of the project work scope is to replace the remaining galvanized steel culvert pipe from the catch basin/manhole to the pond to the west. This section of pipe is believed to have reached its' life expectancy at 50 years. The pipe section to be replaced is approximately 200' length (total outlet structure is about 350' length which includes the concrete pipe from the catch/basin into Eagle Lake). The first 25' of steel culvert is 24' diameter while the balance of the pipe is 18" diameter.
 - b. The existing steel section is proposed to be replaced with double wall corrugated plastic pipe (high density polyethylene). While the exterior of the pipe is corrugated, the inner wall is smooth. Plastic pipe is believed to have about a 75-year life expectancy vs galvanized steel at 50-years.
 - c. The possibility of increasing pipe size is slim, as we understand landowners downstream do not appreciate the existing amount water being diverted. Also, the outlet flow from Middle Lake (at the beaver dam) is limited by a 12" corrugated bypass pipe through the beaver dam.
 - d. We were able to float a camera through the 200' section of steel pipe on 7-6-23. Three photo frames were shown at the meeting illustrating rust, tree roots (at pipe joints) and zebra mussels (throughout the length of the pipe).
 - e. This project is a proactive measure to replace the steel section of pipe prior to failure due to age (pipe has reached industry standards life expectancy).
 - f. At last year's meeting the estimated 2022 project cost was noted at \$12,000 (based on 2022 dollars). Escalating costs at 6% per year to the anticipated construction year of 2025, we are proposing a project budget of \$14,000.
 - g. During Q&A, it was suggested to consider clearing zebra mussels from the remaining structure (existing catch basin and concrete pipe under the lakebed to the inlet grate). Zebra mussels do not appear to be on the 4' diameter intake grate (so far).
 - h. Based on the anticipated culvert replacement project cost and proposed ELID operating expenses for next year, the annual FEE per riparian parcel is proposed to be \$50 for 2024. This amount will be on your riparian parcel 2024 County taxes as an ELID fee. This fee revenue is currently included in the 2024 budget subject to approval by attending members.
 - i. Approval of the budget will be agreeing to continue to raise funds one more year (through 2024) for the culvert project and ELID operating expenses.
 - j. A motion was made to "accept" the updated report on the culvert and seconded. A voice vote was taken, and the CULVERT REPORT was unanimously **ACCEPTED**.

10. Proposed Financial Budget 2024. Colleen Ziebol presented the 2024 financial report (presentation slide on the budget is included in the attached EXHIBIT B). Budget includes the 2024 fee of \$50 fee per riparian parcel as revenue. Discussion and request for comments were opened to the floor. No comments voiced. A motion to "approve" the 2024 BUDGET was made and seconded. A "hand" vote was called for and the proposed 2024 BUGET was unanimously **APPROVED** (43 yes & 0 no).

11. Election Results. The Inspector(s) of Elections, Krister Johnson and Mike Peterson, announced the results of the election voting. Based on the election results, Kelly Hepper, Colleen Ziebol and Stephanie Enderle are elected to three-year terms on the ELID Board of Directors.
 - a. 40 votes Kelly Hepper (FT Resident)
 - b. 35 votes Colleen Ziebol (FT Resident)
 - c. 14 votes Douglas Norberg (FT Resident)
 - d. 44 votes Stephanie Enderle (Seasonal Resident)
 - e. 1 vote Tamara Fjoslien (Write-in FT Resident)
 - f. Voting included 4 absentee ballots received.

12. Adjournment. Bill Shumaker closed the meeting and, on behalf of the entire Board of Directors, thanked members for being at the meeting and participating. Please contact any board member with questions or concerns in the future. Citing no further business, a motion was called for to adjourn this meeting. A motion to ADJOURN was made and seconded. A voice vote was called for and the motion to ADJOURN was unanimously **APPROVED**.

13. **The meeting adjourned at approximately 10:22 AM.**