

Coon Lake Improvement District Board Meeting April 8th, 2020

Agenda

Attendees

Officers Attended

**Remote attendance due to COVID 19 - motion below which was carried on 4/7/20

Due to the current federal and state emergency declarations and guidance about limiting person-to-person contact due to the COVID-19 (coronavirus) pandemic (Executive Order 20-01 and Executive Order 20-20), by action of the Coon Lake Improvement District (CLID), all future meetings of the Coon Lake Improvement District will be conducted in accordance with Minnesota Statutes 13D.021—Meetings by Telephone or Other Electronic Means—until further notice.

Al Beck moved to motion 1 and Jeff Welciek seconded. Motion carried, all members vote in favor.

Call To Order

Open Forum for Public Comments

None

Approval of Meeting Minutes

Treasurer's Report

Old Business

None

Committee Reports

1. Administration

Al Beck moved that we pay the Invoice for our annual letter we had sent out to the lake home owners in the amount of \$271.05. This was seconded by Bob Czeck. Motion passes with members all in favor.

2. Lake Plan

Update on the West basin – Kylie Cattoor, Keegan Lund, Patrick Selter, Eric Windseth

DNR to complete a native plant survey with spotter team and check the first week of June 2020

3. Finance / Fundraising

4. Communication / Publications

New Business

Motions 1.

I move the following:

Due to the current federal and state emergency declarations and guidance about limiting person-to-person contact due to the COVID-19 (coronavirus) pandemic (Executive Order 20-01 and Executive Order 20-20), by action of the Coon Lake Improvement District (CLID), all future meetings of the Coon Lake Improvement District will be conducted in accordance with Minnesota Statutes 13D.021—Meetings by Telephone or Other Electronic Means—until further notice.

Al Beck moved to motion 1 and Jeff Welciek seconded. Motion carried, all members vote in favor

Motion 2

I move the following:

We except the bid from AIS Consulting Services for the amount of \$650. to do the CLP delineation.

Al Beck moved to motion 1 and Jeff Welciek seconded. Motion carried, all members vote in favor

Adjourn

N/A

Future Meeting Dates

Board- 2nd Wednesday of each month

Thirteenth Annual Meeting – July 22, 2020

Recorded by Brian Aronson

Coon Lake Improvement District (CLID) (revised 06/19)

Annual Timeline for CLID Operations, Notices and Required Reports

(Per MN Statutes 103B.501 to 103B.581, Lake Improvement Districts,) (Anoka County Board Resolution #2008-10, Order to Establish,) (CLID By-Laws and Election Procedures) (Audits and Required Minnesota State Reports)

Monthly - Meetings to be held or cancelled as needed / Check Emails / Pick up Mail at Cedar - PO Box 26

Website Postings - Annual Letter, Treatment Report and the Jan and June Treasurer Reports ASAP

Monthly meeting minutes as timely convenient

January / February - Proof the list of properties received from County to be assessed a fee for upcoming tax year prepared from the list submitted to the County the previous November. Ron Croteau usually does this.

Not offered for 2018 - Watch for State Grant and Permit Application Email – Submit Immediately if possible

Submit Entity Financial Statement, Local Government Financial Reporting Form and the Local Government Lobbying Form - Treasurer

March - Reserve the CLCSC for the Annual Meeting / Revise and Prepare for the Annual letter to be sent

Arrange for CLP delineation and Herbicide Applicator(s) for treatments

March 31st (Revise previous year letter), Payment of PO Box Due / MCIT Risk Assessment is due – Ron C Send Annual Letter on the 31st

April / May - CLP Delineation, Inspection and Treatment - Seek Info and Apply for Anoka County Grant

Reserve the Senior Center for the CLID Annual Meeting – 612 240 8264 Al Westlund

May / June - EWM Delineation, Inspection and Treatment

End of June / Post publications for two weeks' preceding the Annual Meeting (103B.571)

Place notice of annual meeting in the Anoka County Union for two publications preceding the annual meeting (copy and paste format below + changes as necessary).

www.publicnotice@ecm-inc.com - Tonya Orbeck, Office Manager, ECM Publishers Inc, 763-691-6001

NOTICE OF ANNUAL MEETING COON LAKE IMPROVEMENT DISTRICT (CLID) County of Anoka, Notice is hereby given pursuant to Minnesota Statute 103B.571 that the Coon Lake Improvement District Annual Meeting will be held on Wednesday, JULY 24, 2019 7:00 PM at the Coon Lake Community & Senior Center, 182 Forest Rd in Coon Lake Beach. Receive Ballot and Vote for Directors, Meet the Candidates, Review 2019 actions and Discuss 2020 Work Plan and Budget - Budget Approval follows discussion. Absentee ballots are available or for any questions, please call Al Beck at 763 434 9801. When submitting your request, please give complete name(s), mailing address, and telephone number.

Early July / Email Written Notices at least ten days in advance of the Annual Meeting (103B.571)

Mail written notice at least ten days in advance of the annual meeting to the county board and cities wholly or partially within the district, the Pollution Control Agency, Commissioner of Natural Resources.

Mid July - Prepare the voter registration list of property owners eligible to vote at annual meeting – Ron C

July Annual Meeting (follow Agenda items 1-4, 103B.571)

- (1) elect one or more directors to fill any midterm vacancies in the board of directors;
- (2) approve a budget for the fiscal year;
- (3) vote on proposed projects by the district having a cost to the district in excess of \$5,000; and
- (4) take up and consider other business that comes before them.
 - (b) At the annual meeting all district property owners, including absent members as provided in the order establishing the district, shall elect one or more directors for board positions with expiring terms

Sept - Mid October – Prepare, submit and Post the Annual Report consisting of the Treatment Report, the Annual Presentation with Approved Minutes - (Article 14, CLID By-Laws, 103B.571) - Revise previous year report

November 30 – Deadline for submittal to Anoka County Tax Group the list of properties for assessment of fees for following tax year, along with Board minutes from annual meeting approving the fee amount. (Send to Prop Tax Division Rep for the County assessment fee schedule) Ron C