

# Coon Lake Improvement District Board Meeting September 11, 2019

## Attendees

Officers	Attended
Al Beck	x
Arlan Mercil	x
Bob Czeck	x
Jeff Welciek	x
Brian Aronson	x
Mike Bury – Guest	
Leon Mager - Guest	

## Call To Order

Al Beck called the meeting to order at 7:05

## Open Forum for Public Comments

None

## Approval of Meeting Minutes

Motion to approve minutes of last meeting minutes, August 14<sup>th</sup>, by Jeff Welciek and seconded by Bob Czeck

## Treasurer's Report

Motion to approve Treasurer's report was made by Jeff Welciek and seconded by Brian Aronson.

Motion to pay PLM \$17,395 invoice was made by Al Beck and seconded by Jeff Welciek.

Al Beck submitted two invoices for reimbursement, one for \$60 for the overnight FedEx of the treatment samples. Motion to approve reimbursement by Jeff Welciek and seconded by Brian Aronson. The second invoice was for the public notice of the annual meeting. The motion to approve reimbursement was made by Jeff Welciek and seconded by Brian Aronson.

## Old Business

### Committee Reports

#### **1. Administration**

MCIT Fees for Insurance \$1,072 for 2020 (dividend applied). Motion was carried to pay the invoice by Al Beck and seconded by Jeff Welciek.

#### **2. Lake Plan**

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

#### **3. Finance / Fundraising**

#### **4. Communication / Publications**

## New Business

Discussion was held to propose an “up to payment amount” for lake treatment invoices involving multiple applications/invoices and where a quicker payment maybe necessary depending on invoice date and the proceeding board meeting

## Adjourn

Al Beck adjourned the meeting at 7:29

## Future Meeting Dates

**Board- 2<sup>nd</sup> 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**