



BALSAM LAKE PROTECTION & REHABILITATION DISTRICT

Monthly Meeting Minutes November 17, 2018, 8:30 AM

Polk Business Center Meeting Room

**1) CALL TO ORDER:**

- Tom Kelly called the meeting to order at 8:34 AM

**2) COMMISSIONERS PRESENT:**

- Tom Kelly, Rod Preble, Bill Mork, Dave Mariani (teleconference), Andy Wilhoit, Dick Miller

**3) OTHERS PRESENT:**

- Patty Kabus (recorder)

**4) APPROVE AGENDA:**

- Amend: Add Polk County Meeting to New Business / Preble
- Rod motioned to approve the agenda as amended, Bill seconded, all approved. Motion carried.

**5) APPROVE MINUTES:**

- Dick motioned to approve the October Meeting Minutes, Andy seconded, all approved. Motion carried.

**6) PUBLIC COMMENTS:**

- None

**7) TREASURER REPORT AND PAY CLAIMS:**

- Balance Sheet, P&L and budget for October were reviewed by the board.
- Rod motioned to approve the September Balance Sheet, P&L and Budget and payment of bills, Bill seconded, all approved, motion carried.

**8) Water Quality**

- East Balsam Miller / Wilhoit
  - Dockside is going out by the end of the week, including articles about lake conditions
  - Working on assessing actual cost, options for how it would be paid
  - Citizen committee meeting to begin around the January timeframe
  - Possibility to have an article included in the Shoreline newsletter (Balsam Lake Homeowners Association)
- Sedimentation - Dredging / Preble
  - DNR meeting was held yesterday to discuss sedimentation and dredging
  - One of the challenges is defining sediment, and what will be removed (peat vs sedimentation)
  - Pine Island Bay dredging permit had previously been approved so maintenance dredging would likely be permitted
  - Forest Circle and Raskin Bay is still in discussion
  - The project was approved several years ago (2015) at an annual meeting
  - In question is whether the dredging is a navigational issue but is also due to water quality and phosphorous levels, as well as restoration of spawn beds
  - DNR needs to understand BLPRD's basis for the permit request
  - 70% is internal loading, 30% is from runoff
  - In a follow-up meeting with Ayres after the meeting, discussion about keeping the Dam should be kept at a lower level (which was the original recommendation) is not feasible because of the issues it would cause).
  - Ayres recommended we focus on navigational issues as our primary reason for getting the dredging permit.
  - Probably won't have forward motion again until next spring when they can come out to see the bays
  - Rod and Tom will connect with Alex
- Healthy Lakes Native Plantings / Kelly
  - This year's projects have been completed
  - Cheryl needs documentation to submit the grant request
  - Healthy Lakes will run for one more year, then will be assessed as to whether to move forward, or to use a different model going forward. The dropout rate is 60%, properties did not qualify due to space limitations, existing buffer zone, contractual concerns and availability of contractors.
- Aquatic Plant Management
  - CBCW / Mork
    - o Need to verify that the current grant is submitted timely. Cheryl is working on the grant request for 2019.
    - o Discussion around whether CBCW workers should be considered as employees or contractors. Per the legal test for employees vs contractors, our workers

should really be considered employees. Further discussion in the next monthly meeting.

- Harvester – CLP / Preble
  - o It is in storage now
  - o Will be purchasing hose and supplies before the end of the year

## 9) OLD BUSINESS:

- PINE ISLAND BAY PROPERTIES – add to district / Mariani
  - A form needs to be submitted before the properties can be added but the county doesn't know what that form is yet. Have until February 18<sup>th</sup> to get it completed
- Rice Creek sedimentation pond sign / Mariani/Kelly
  - The sign is now down. Dave will contact Ray to find out where the other signs came from. Tom will also provide the name of a contact at the high school to see if they are interested in helping with a sign as a project
- Fall Dockside articles
  - The Dockside will be sent out towards the end of next week
  - Note – as questions come in, we cannot provide cost per owner yet as funding options and methods have not yet been determined
- CPA / Audited financials / Independent contractors vs Employees / Miller
  - Discussion around getting an external audit
  - Dick got an estimate from 2 accountants for an external audit. One was \$1500-\$3000, and the other was \$4000-\$5000. Assume \$3000-\$5000. This would not need to be done every year
  - The purpose of an audit is to assure the constituents that we are doing what we should be doing. Discussion around the opinion that an outside accountant covers any exposure, and that an audit is excessive
  - Looking at the law around audits, having a third party financial firm provide quarterly financial statements has sufficed in the past. So we could go either way – have an audit or just continue to have an outside audit firm provide the financial statements
  - From a legal standpoint, we are required to have an external step of reviewing transactions, whether it would be via constituents or a firm
  - Sue Hartman can do 1099's for 2018, any payroll needed, quarterly financials, and year end. If we do an audit, it would be a separate contract and agreement. Potentially could also have her come to the annual meeting as well
  - Dick motioned to hire Sue Hartman as the new CPA, Rod seconded, all approved, motion carried.
- Polk County Shoreline Zoning / Mariani
  - County is trying to bring clarity and consistency around how zoning exception requests will be handled in the future

- 4 Shoreland owners applied for exception. One of them is very close to the lake. Rod went and inspected the property. Tom represented the district and stated one of the properties is 18 feet from the lake, and if the exception is approved, it would be beneficial to improve the property's impact on water quality by adding a buffer zone. All 4 project requests were rejected or tabled. There was a misunderstanding that the BLPRD was in favor of rejecting the applications. Currently is not the BLPRD charge to be involved with project approvals –we are notified by the county when they have a variance request and we have the opportunity to comment accordingly. Discussions will be held with the County to see how we can effectively work together to advocate water quality as it relates to variances to the shoreland ordinance.

**10) OTHER REPORTS:**

- Village / Preble (for Rediske)
  - We voted to proceed with the hotel study and to become part of the county wide housing study
  - Still determining what to do with the property where the former county building was demolished
- County / Mariani
  - Main discussion this month was around the Shoreland Zoning
  - One letter came in saying that not enough notice was given for one of the county meetings

**11) NEW BUSINESS:**

- Result of the Polk County Board of Adjustments Meeting / Preble
  - Discussed previously
- Discuss resolution for CBCW grant program
  - Resolution wording:
    - ***The Balsam Lake Protection and Rehabilitation District requests grant funds under the Department of Natural Resources' Aquatic Invasive Species (AIS) Grant Program and hereby authorizes Bill Mork to act on its behalf by signing and submitting an application for financial assistance; completing and submitting periodic reports, if needed; and taking necessary actions to direct and complete the Clean Boats Clean Waters project. The Balsam Lake Protection and Rehabilitation District will meet the financial obligations of the AIS program.***
  - Rod motioned to approve the resolution, Dave seconded, all approved, motion carried.
- Expense reimbursement is due for payment in December
- The December Holiday Dinner for commissioners celebration was scheduled

**12) FUTURE AGENDA ITEMS:**

- None

**13) ADJOURN:**

- Bill motioned to adjourn, Rod seconded, all approved, motion carried.