

# ELID

## Annual Meeting Minutes

### July 13, 2024

#### Board Members in Attendance:

<u>NAME</u>	<u>E-MAIL ADDRESS</u>
Bill Shumaker, Chairperson (end of term)	<a href="mailto:wshumaker@att.net">wshumaker@att.net</a>
Kelly Hepper, Vice-Chairperson	<a href="mailto:rinehepper@aol.com">rinehepper@aol.com</a>
Colleen Ziebol, Treasurer	<a href="mailto:colleen.ziebol@gmail.com">colleen.ziebol@gmail.com</a>
Dean Johnson, Secretary	<a href="mailto:deano4496@gmail.com">deano4496@gmail.com</a>
Stephanie Enderle	<a href="mailto:norberg.stephanie@gmail.com">norberg.stephanie@gmail.com</a>
Jeff Olson	<a href="mailto:j.s.olson12@gmail.com">j.s.olson12@gmail.com</a>

#### Absent

Mike Peterson [mjimpeterson@mchsi.com](mailto:mjimpeterson@mchsi.com)

#### Newly Elected (start of term)

Gene Curtis [gene.curtis21@yahoo.com](mailto:gene.curtis21@yahoo.com)

ELID Members in Attendance: There were 61 parcel members that registered/signed in (out of 191 members). All were offered a name tag at check-in. Paper ballots and voting cards were handed out at the registration desk. In addition to the meeting notice being sent to each ELID member, a notice was published in the Battle Lake Review newspaper two (2) times prior to the meeting (July 3<sup>rd</sup> & 10<sup>th</sup>).

Meeting PowerPoint Presentation: The Board of Directors prepared a PowerPoint presentation guide which organized and outlined the Annual Meeting discussion and topics.

#### Meeting Notes:

1. Bill Shumaker **called the ANNUAL MEETING to order at 9:08 AM** at Eagle Lake Lutheran Church.
2. Introduction and Announcements:
  - a. Bill Shumaker welcomed members to the 3rd ANNUAL MEETING of the Eagle Lake Improvement District (ELID) and introduced the current Board of Directors.
  - b. Mailed out with the annual meeting notice were the “candidate statements” for the Board of Directors and “absentee ballots.” Additional copies of the “candidate statements” were made available at the check-in desk.
  - c. Voting cards (white, blue or red/pink) were handed out to voting members at the front desk. The colors represented the number of riparian parcels owned by a member (one, two or three riparian lots that were assessed a fee).

- d. The 2023 Annual Meeting Minutes, Financial Report and 2024 Budget have been available on the ELID website - [www.eaglelakeotc.com](http://www.eaglelakeotc.com). There were no objections to NOT reading last year's meeting minutes.
    - e. The appointed "inspectors of the elections" are Kelly Hepper and Stephanie Enderle. They will monitor and certify today's voting (by voice or ballot).
3. Annual Meeting Agenda. Membership was given a few moments to review the agenda (projected on the screen as part of the presentation). A motion to "**approve the agenda**" was made and seconded. A voice vote was taken, and the **motion passed** unanimously. The agenda was **APPROVED**. The approved agenda was presented as follows:
  - a. Call to Order
  - b. Introduction and Announcements
  - c. Annual Meeting Agenda
  - d. Guest Speaker
  - e. Treasurer's Report/Operation Budget 2023 & 2024
  - f. Election of Directors
  - g. Update of Culvert Replacement & Future Initiatives
  - h. Proposed Operating Financial Budget 2025
  - i. Election Results
  - j. Adjournment
4. Guest Speaker. Kurt Mortenson , Otter Tail County Commissioner (District 3) greeted the membership. Kurt noted Otter Tail County, with 1,048 lakes, has more lakes than any other county in the United States. Kurt Mortenson then reviewed the newly adopted **County ordinance for "vacation home rentals."** The ordinance is **effective July 1, 2024**. The ordinance addresses the rights of the rental owners as well as the adjacent neighbors. The ordinance addresses safety, occupancy limits, septic system, parking and noise/quiet hour restrictions (10:00 pm – 7:00 am). The noise criteria limit refers to normal conversation that does not disrupt the peace. One of the questions for Kurt (at the meeting conclusion) was that does the ordinance require the rental owner to post the ordinance on site. This is not currently in the ordinance, but Kurt took note of the suggestion. The **new ordinance is on the County website**.
5. Treasurer's Report/Operation Budget 2023 & 2024. Colleen Ziebol presented (on the screen) the end of year 2023 financial report. The end of year balance ended up at \$11,539.81. Also presented was the year-to-date (YTD) 2024 financial report, with a current balance of \$16,902.59. It was noted that revenues received from the County can slightly vary from projected budget amounts based on final tax collection by the County (as some taxpayers may be late in payments). There was a call for questions regarding the report – no questions presented. A motion was made to "**accept the financial reports**" and seconded. A voice vote was taken, and the **motion passed** unanimously. The 2023 & 2024 Reports were **ACCEPTED**.
6. Election of Directors. Bill Shumaker opened nominations from the floor to fill two (2) board seat vacancies for the ELID. One (1) full time resident seat and one (1) seasonal seat. 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, and part of the by-laws, that we endeavor to maintain this ratio between full-time and seasonal residents.
  - a. Call for nominations. Gene Curtis (full-time resident) plus Dean Kluss (seasonal resident) and Jeff Olson (seasonal resident) were nominated from the floor and seconded. There were no additional nominations from the floor.
  - b. Bill Shumaker called for any other nominations from the floor. No additional nominations voiced.

- c. Call for a motion to close nominations. A motion was made and seconded. A motion to “**close the nominations**” was made and seconded. A voice vote was taken, and the **motion passed** unanimously.
  - d. Candidates were offered an opportunity to come forward and address the membership to review their bio. No candidates made a statement.
  - e. 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 three (3) nominated individuals. 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 one (1) full time resident candidate and one (1) seasonal resident. **Election results at conclusion of meeting.**
7. Update of the Culvert Replacement & Future Initiatives. Dean Johnson presented the project update.
- a. Briefly reviewed the history of the culvert pipe:
    - i. replacement section is about 200’ length,
    - ii. 18” diameter galvanized corrugated steel pipe (size limited by the DNR),
    - iii. 50 years old and at its life expectancy,
    - iv. this approved manmade outlet is the only lake outlet (to assist in controlling water level and minimizing shoreline erosion),
    - v. culvert location is in the northwest side of Eagle Lake,
    - vi. photos of the lake outlet system elements were shown,
    - vii. Middle Lake beaver dam by-pass outlet pipe is only 14” diameter (included photos of pipe and water flow route through County),
    - viii. current and historical water level elevations and lake clarity,
    - ix. always looking for volunteers for assistance in clearing/cleaning outlet grates/pipes.
  - b. Additional items presented include:
    - i. The cost is for a new 18” double wall HDPE (plastic) with a life expectancy of about 75 years. The interior of the pipe is smooth. The DNR would resist any pipe size increases.
    - ii. Cost for the “construction and permits” is budgeted at \$14,000 (with included permits expected to be \$600 - \$800 and will be applied for by the ELID Board of Directors).
    - iii. Three (3) quotations for engineering to document the completed project were solicited. To date, we have received two (2) quotations, with the lowest and most responsive work scope quoted at \$4,500 (not-to-exceed). Also, update was a work scope and cost estimate for construction and falls within the targeted construction budget. All quotations were escalated to 2025 prices by the vendor.
    - iv. Total estimated project costs (construction + engineering) are estimated at \$18,500.
    - v. If membership today approves the 2025 proposed budget, you will be approving adding engineering work scope/cost to the project.
    - vi. If approved by membership today, the earliest the project would be completed is Fall 2025 (typically low lake levels).
  - c. Future Initiatives:
    - i. There are two (2) active pipes from neighboring ponds that drain into Eagle Lake most of the year. The ELID proposes to evaluate the pond runoff for water quality. The proposed 2025 budget includes \$1,000 for testing both pipes.

- ii. Other initiatives being considered are “weed survey” and contracting for cleaning the lake bottom outlet grate (or construction of an easily liftable/cleanable prescreen).
  - iii. If any member has any initiative suggestion, please contact any board member (e-mails are on the annual meeting minutes and can be viewed on the ELID website.....eaglelakeotc.com
  - iv. A member questioned if the ELID could evaluate septic systems to make sure there is no leakage into the lake.
- d. A motion was made to “**accept the Update of the Culvert Replacement and Future Initiative of Water Testing report**” and seconded. A voice vote was taken, and the **motion passed** unanimously. The Culvert /Future Initiatives Report was **ACCEPTED**.
8. Proposed Operating 2025 Financial Budget. Colleen Ziebol reviewed the proposed 2025 budget. Discussed the anticipated revenue total of \$31,927.59. Proposed project disbursements are anticipated to be \$19,500 (culvert construction/permits/engineering & water testing). Other operating expenses total \$3,015.00. Total expenses are anticipated to be \$22,515.00 yielding an anticipated yearend balance of \$9,412.59. A motion was made to “**accept the financial reports**” and seconded. A “card count” vote was taken, and the **motion passed** unanimously (58 card votes to “accept” the motion with 0 card votes against). **The 2025 budget was approved**.
9. Election Results. The Inspectors of the Election (Kelly Hepper & Stephanie Enderle announced the results of the election for 2 board vacancies. The paper ballot voting results as follows:
- a. Fulltime resident – Gene Curtis @ 61 votes.....**elected to 3-year term**.
  - b. Seasonal resident – Jeff Olson @ 42 votes.....**elected to 3-year term**.  
– Dean Kluss @ 21 votes.
10. 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.
- a. Question from member prior to close of meeting request that it would be desirable if future proposed budgets be made available prior to the meeting if possible. It would be good to be able to have the absentee ballot option of voting on the proposed budget.
  - b. Question from member that it would be desirable to have the Vacation Home Rental ordinance on the ELLA/ELID website.
  - c. Question from member on best way to reach board members for questions or concerns. Board can be reached by e-mail (refer to this meeting minutes on the ELID website as the e-mail address is at the top of the page). Board members’ names/phone/addresses are also in the directory produced by ELLA.
  - d. Question from member relative to consider having any board candidates meet & greet membership at the reception desk area prior to start of meeting.

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**.

**11. The meeting adjourned at 10:08 AM.**