



Chisago Lakes Lake Improvement District
Department of Environmental Services/Zoning
Government Center
313 North Main Street, Center City, Minnesota 55012
(651) 213-8380 or susanna.wilson@chisagocountymn.gov

CHISAGO LAKES LAKE IMPROVEMENT DISTRICT (LID) MEETING AGENDA

Monday, November 7, 2022

6:30 pm

In-Person and Virtual Meeting

Admin Board Room, Chisago County Government Center, Center City

LID BOARD MEMBERS

Jill Behnke

South Center, Ogren, Linn,
Bloom and Swamp Lakes

Monica Kinny

Green/Little Green, School,
and Mattson Lakes

Margaret LeVasseur

North Lindstrom, South
Lindstrom, and Wallmark
Lakes

Mike Mergens

Chair
North Center, Little, and
Pioneer Lakes

Todd McBride

At Large

Steve Paquay

Chisago, Kroon, and
Spider Lakes

Gary Schumacher

Vice Chair
At Large

Ben Elfelt

Administrator

Susanna Wilson

Witkowski
Water Resource Manager

*****Notice of Participation via Teams*****

Pursuant to Minnesota Statutes Section 13D.02, Subd. 3, persons interested in monitoring the meeting electronically from a remote location may view the meeting through the Microsoft Teams meeting link below.

Virtual Meeting Audience Attendance Instructions

1. Please enter the link below to join the meeting:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_OGNhMjRINjUtMDljYy00Njk4LWIzZDktNzlkYTY4ODNIN2Iy%40thread.v2/0?context=%7b%22Tid%22%3a%22e9a76457-1011-43ee-bad1-c10216f16152%22%2c%22Oid%22%3a%226f0e5b76-8666-4b6d-9e7f-2eee2be15a22%22%7d

Meeting ID: 248 606 382 057

Passcode: yUER8H

Or call in (audio only)

1 612-428-8763 United States, Minneapolis

Phone Conference ID: 241 941 265#

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

6:30 p.m. 1) Convene; Pledge of Allegiance

6:31 p.m. 2) Approval of Agenda*

6:32 p.m. 3) CONSENT AGENDA*

- a) Approval of Minutes: October 3, 2022
- b) Financial Report
- c) Approval of Invoice Payments

6:45 p.m. 4) Citizen's Forum

6:50 p.m. 6) NEW BUSINESS

- a) Lake Levels – Staff Gauges and Low Water
- b) Black Sludge – Green Lake

- c) Fall Channel and Wier Inspection
 - d) **SWCD Professional and Technical Services Contract***
 - e) Aquatic Invasive Species Partnership Agreement
 - a. Historical Cost Analysis
 - b. Chisago-Lindstrom Lakes Association – Payment Request*
 - c. Center Lakes Association – Payment Request*
 - f) Potential Supplemental Funding to Treat Invasive Phragmites from the Great Lakes Restoration Initiative (GLRI)
 - g) Report on Staff meeting with DNR and EOR regarding North Center / North Lindstrom Channel
 - h) Dewatering of Pond for Gold Fish Control
- 7:25 p.m. 7) OLD BUSINESS**
- a) LID Water Resource Specialist Position – Start Date November 8, 2022
 - a. Monica Kinney Resignation and Subsequent Appointment*
 - b) LID Invasive Phragmites Survey and Treatment Update

7:35 p.m. 8) STAFF & ENGINEER REPORTS

- a) Chisago County Water Resources
 - a. Minnesota DNR Proposed Change to Classification Status of 13 Invasive Plants and Animals – Phragmites
 - b. Aquatic Invasive Species (AIS) Program
 - i. Water Access Monitoring Program
 - ii. Zebra Mussel Watch
 - c. We Are Water MN Exhibit Host Exploration
 - i. <https://www.mnhum.org/program/we-are-water-mn/>
 - d. Shoreland Owners Guide
 - e. Lower St. Croix, Comprehensive Watershed Management Plan (1W1P)
 - i. Watershed Based Implementation Funding Work Plan for FY23

8:00 p.m. 10) ADJOURNMENT*

*** Indicates a motion is required for this agenda item**

**UNAPPROVED MINUTES
CHISAGO LAKES LAKE IMPROVEMENT DISTRICT
OFFICIAL PROCEEDINGS
Monday, October 3, 2022**

The Chisago Lakes Lake Improvement District Board of Directors met for their monthly meeting at 6:30 p.m. Monday, October 3, 2022 via an in-person meeting held at the Chisago County Government Center, Admin Board Room, in Center City, MN and a virtual meeting with the following Board of Directors present: Steve Paquay, Jill Behnke, Margaret LeVasseur, Monica Kinny, Mike Mergens, and Gary Schumacher. **ABSENT:** Todd McBride

Pursuant to Minnesota Statutes Section 13D.02, Subd. 3, persons interested in monitoring the meeting electronically from a remote location viewed the meeting through the Microsoft Teams meeting link.

Others present, attended the in-person meeting or virtual meeting at a location of their choice through a personal device (e.g. laptop, tablet, cell phone or personal computer). Each LID Board Director and others present were allowed to view documents presented during the in-person and virtual meeting via their devices and to participate in discussion through microphones located in their devices.

Also present: Administrator Ben Elfelt, Chisago County Water Resource Manager Susanna Wilson Witkowski, and Chisago County Commissioners Chris DuBose.

The Chair Mike Mergens called the business meeting to order at 6:30 pm and lead the assembly in the Pledge of Allegiance.

Director LeVasseur offered a motion to approve the agenda for the LID meeting. Motion seconded by Director Schumacher and, upon a vote being taken thereon, the motion **carried** as follows: **IN FAVOR THEREOF:** Steve Paquay, Jill Behnke, Margaret LeVasseur, Monica Kinny, Mike Mergens, and Gary Schumacher. **OPPOSED:** none. **ABSENT:** Todd McBride

Director Paquay offered a motion to approve the items on Consent Agenda for the LID meeting, including a) Approval of Minutes: September 12, 2022, b) Financial Report and c) Approval of Invoice Payments. Motion seconded by Director LeVasseur and, upon a vote being taken thereon, the motion **carried** as follows: **IN FAVOR THEREOF:** Steve Paquay, Jill Behnke Margaret LeVasseur, Monica Kinny, Mike Mergens, Gary Schumacher, and. **OPPOSED:** none. **ABSENT:** Todd McBride

October 2022 LID Invoices Received

Invoice Detail	LID Budget Category	Amount
Alliance	LID Volunteer Water Quality Monitoring analysis - August 2022.	540.00
EOR	Survey Review and Summer Channel / Weir Inspection	1,154.75
EOR	Point intercept surveys...Swamp/Ellen survey.	2,972.75

EOR	Attend Board Meeting on August 22, 2022.	250.00
NALMS	2022 International Conference	595.00
SWCD	Goal 3 - Swanson Project Match	4,840.00
SWCD	Goal 3 - Land Use - BMP Maintenance	4,540.00
SWCD	Goal 6 - Shorelines - Lakeshore and Urban Restoration Labor	8,385.00
SWCD	Goal 6 - Shorelines - Lakeshore and Urban Restoration - Cost Share: Raedeke, Hastings, and Gray	3,246.84
Monthly Expense Total		26,524.34

The Chair opened the Citizen's Forum at 6:33 p.m. There were no citizens who offered comments. The Chair closed the Citizen's Forum at 6:34 p.m.

NEW BUSINESS

Elfelt updated the Board on the conclusion of the water quality monitoring within the LID.

OLD BUSINESS

Elfelt updated the Board on the ongoing survey and treatment of Invasive Phragmites. Drone treatments at two sites were conducted by Minnesota Native Landscapes.

Elfelt updated the Board on the hiring process for the LID Water Resource Specialist position. The interview panel has 5 interviews scheduled for October 6, 2022.

STAFF & ENGINEERING REPORTS

Chisago County Water Resources

Wilson Witkowski reported to the Board that during Starry Trek, volunteers visited twelve lakes and did not find any new aquatic invasive species (AIS). Wilson Witkowski also reported that County staff and volunteers have conducted 14,700 watercraft inspections or decontaminations to date in 2022.

Wilson Witkowski updated the Board on the Children's Water Festival that took place on September 22, 2022. Wilson Witkowski shared photos of festival and stated that it was very successful.

Wilson Witkowski updated the Board on the Lower St. Croix, Comprehensive Watershed Management Plan (1W1P) and introduced the FY23 Watershed Based Implementation Funding Plan funding goal of \$1.2 million.

Wilson Witkowski presented the Lower St. Croix, Comprehensive Watershed Management Plan (1W1P) Partnership 2022 Education video to showcase the collaborative work being done on habitat and water quality projects throughout the region.

Emmons and Olivier Resources Inc. (EOR)

Graske updated the Board on the summer channel and weir inspection, stating that there are no immediate concerns and that there were no direct impacts from the roundabout construction on Lofton Avenue.

Director Behnke offered a motion to adjourn the meeting at 7:04 p.m. Motion seconded by Director LeVasseur and, upon a vote being taken thereon, the motion **carried** as follows: **IN FAVOR THEREOF:** Margaret LeVasseur, Monica Kinny, Mike Mergens, Gary Schumacher, Steve Paquay, and Jill Behnke. **OPPOSED:** none. **ABSENT:** Todd McBride

Mike Mergens, Chair

Attest: _____
Susanna Wilson Witkowski, Water Resource Manager

2022 Budget Summary - October

LID 618	Description								
Goal 1 Water Quality 6828		2022 Reserve Spending	2021 Allocated Unspent	2022 Approved Budget	Total Funds 2021-22	2022 Commitments	2022 Actuals	Uncommitted Balance	2022 Allocated Unspent
Obj 1	Lake Water Quality Monitoring	\$ 2,370.00		\$ 7,500.00	\$ 9,870.00	\$ 9,870.00	\$ 7,260.54		\$ 2,609.46
Obj 2	Lake Water Quality Monitoring Report		\$ 4,000.00	\$ 5,000.00	\$ 9,000.00	\$ 9,000.00	\$ 4,519.05		\$ 4,480.95
Obj 3	Lower St. Croix One Watershed One Plan			\$ -					
	Subtotal	\$ 2,370.00	\$ 4,000.00	\$ 12,500.00	\$ 18,870.00	\$ 18,870.00	\$ 11,779.59	\$ -	\$ 7,090.41
Goal 2 Ditch & Weir System, Water Levels 6813		2022 Reserve Spending	2021 Allocated Unspent	2022 Approved Budget	Total Funds 2021-22	2022 Commitments	2022 Actuals	Uncommitted Balance	2022 Allocated Unspent
Obj 1	Maintain Ditch & Weir System				\$ -			\$ -	\$ -
	<i>Master Services Agreement</i>			\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 7,414.66	\$ -	\$ 32,585.34
	<i>Channel maintenance and spraying</i>			\$ 3,000.00	\$ 3,000.00	\$ 1,000.00		\$ 2,000.00	\$ 1,000.00
Obj 2	Monitor Water Supplies, Lakes and Ground water				\$ -			\$ -	\$ -
Obj 3	Equipment/Supplies/Publications			\$ 500.00	\$ 500.00	\$ 17.08	\$ 17.08	\$ 482.92	\$ -
	Subtotal	\$ -	\$ -	\$ 43,500.00	\$ 43,500.00	\$ 41,017.08	\$ 7,431.74	\$ 2,482.92	\$ 33,585.34
Goal 3 Land Use Practices 6893		2022 Reserve Spending	2021 Allocated Unspent	2022 Approved Budget	Total Funds 2021-22	2022 Commitments	2022 Actuals	Uncommitted Balance	2022 Allocated Unspent
Obj 1	Uniform Water Protection Ordinances (MIDS)				\$ -				\$ -
Obj 2	Matching funds - Install Projects				\$ -				\$ -
	<i>SWCD FY 2021 Match</i>		\$ 45,000.00		\$ 45,000.00	\$ 45,000.00	\$ 44,787.50		\$ 212.50
	<i>SWCD FY 2022 Match</i>			\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 13,550.00		\$ 31,450.00
Obj 3	Best Management Practices Maintenance		\$ 4,480.58	\$ 8,000.00	\$ 12,480.58	\$ 12,480.58			\$ 12,480.58
	Subtotal	\$ -	\$ 49,480.58	\$ 53,000.00	\$ 102,480.58	\$ 102,480.58	\$ 58,337.50	\$ -	\$ 44,143.08
Goal 4 Recreational Use 6454		2022 Reserve Spending	2021 Allocated Unspent	2022 Approved Budget	Total Funds 2021-22	2022 Commitments	2022 Actuals	Uncommitted Balance	2022 Allocated Unspent
Obj 1	Recreation and safety recommendations				\$ -			\$ -	\$ -
Obj 2	Waterway Trail System			\$ 150.00	\$ 150.00			\$ 150.00	\$ -
Obj 3	Parks adjacent to lakes			\$ 150.00	\$ 150.00			\$ 150.00	\$ -
Obj 4	Special needs docks			\$ 150.00	\$ 150.00			\$ 150.00	\$ -
	Subtotal	\$ -	\$ -	\$ 450.00	\$ 450.00			\$ 450.00	\$ -
Goal 5 Navigation Channels 6834		2022 Reserve Spending	2021 Allocated Unspent	2022 Approved Budget	Total Funds 2021-22	2022 Commitments	2022 Actuals	Uncommitted Balance	2022 Allocated Unspent
Obj 1	North Center North Lindstrom Channel	\$ 80,000.00			\$ 80,000.00	\$ 35.00	\$ 35.00	\$ 79,965.00	\$ -
	Subtotal	\$ 80,000.00	\$ -	\$ -	\$ 80,000.00	\$ 35.00	\$ 35.00	\$ 79,965.00	\$ -

Goal 6 Shorelines 6827		2022 Reserve Spending	2021 Allocated Unspent	2022 Approved Budget	Total Funds 2021-22	2022 Commitments	2022 Actuals	Uncommitted Balance	2022 Allocated Unspent
Obj 1	Lakeshore and Urban Restoration			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 24,115.00	\$ -	\$ (14,115.00)
Obj 2	Landowner Cost Share Program		\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	\$ 9,318.18	\$ -	\$ 10,681.82
	Subtotal	\$ -	\$ 10,000.00	\$ 20,000.00	\$ 30,000.00	\$ 30,000.00	\$ 33,433.18	\$ -	\$ (3,433.18)
Goal 7 Environmental Education & Stewardship 6881		2022 Reserve Spending	2021 Allocated Unspent	2022 Approved Budget	Total Funds 2021-22	2022 Commitments	2022 Actuals	Uncommitted Balance	2022 Allocated Unspent
Obj 1	Children's Water Festival			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -
Obj 2	Water Resource Education Collaboration EMWREP			\$ 7,000.00	\$ 7,000.00	\$ 6,685.62	\$ 5,014.20	\$ 314.38	\$ 1,671.42
Obj 3	Education/Outreach	\$ 1,500.00		\$ 1,500.00	\$ 3,000.00	\$ 480.00	\$ 480.00	\$ 2,520.00	\$ -
Obj 4	Hook Line & Sinker			\$ 150.00	\$ 150.00			\$ 150.00	\$ -
Obj 5	Support Area COLAs								
Obj 6	Boat Launch Garbage & Recycling			\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -	\$ -
	Subtotal	\$ 1,500.00	\$ -	\$ 9,900.00	\$ 11,400.00	\$ 8,415.62	\$ 6,744.20	\$ 2,984.38	\$ 1,671.42
Goal 8 Aquatic Invasive Species 6840		2022 Reserve Spending	2021 Allocated Unspent	2022 Approved Budget	Total Funds 2021-22	2022 Commitments	2022 Actuals	Uncommitted Balance	2022 Allocated Unspent
Obj 1	Lake Association partnerships	\$ 11,100.00		\$ 18,900.00	\$ 30,000.00	\$ 24,553.00	\$ 24,553.00	\$ 5,447.00	\$ -
Obj 2	Rapid Response	\$ 2,000.00			\$ 2,000.00			\$ 2,000.00	\$ -
Obj 3	Develop and Implement Carp Control Plan	\$ 3,500.00		\$ 3,500.00	\$ 7,000.00	\$ 3,300.00	\$ 243.00	\$ 3,700.00	\$ 3,057.00
Obj 4	Survey Aquatic Plants/Animal Monitoring	\$ 6,000.00	\$ 8,385.00		\$ 14,385.00	\$ 14,385.00	\$ 13,260.63	\$ -	\$ 1,124.37
Obj 5	Invasive Phragmites Roadside Treatment	\$ 5,000.00		\$ 5,000.00	\$ 10,000.00		\$ 4,285.00	\$ 10,000.00	\$ (4,285.00)
	Subtotal	\$ 27,600.00	\$ 8,385.00	\$ 27,400.00	\$ 63,385.00	\$ 42,238.00	\$ 42,341.63	\$ 21,147.00	\$ (103.63)
Staff & Administrative Support		2022 Reserve Spending	2021 Allocated Unspent	2022 Approved Budget	Total Funds 2021-22	2022 Commitments	2022 Actuals	Uncommitted Balance	2022 Allocated Unspent
Obj 1	Contractor meeting attendance 6886			\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,750.00	\$ -	\$ 1,250.00
Obj 2	Per diems 6111			\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 2,800.00	\$ -	\$ 1,700.00
Obj 3	County Staff Support 6105			\$ 125,000.00	\$ 125,000.00	\$ 125,000.00		\$ -	\$ 125,000.00
	Technology			\$ 4,000.00	\$ 4,000.00				
Obj 4	Miscellaneous Expenses								
	Postage 6205			\$ 250.00	\$ 250.00	\$ 20.40	\$ 20.40	\$ 229.60	\$ -
	Publications and brochures 6235			\$ 1,500.00	\$ 1,500.00	\$ 2,423.28	\$ 1,163.28	\$ (923.28)	\$ 1,260.00
	Conferences, dues, training 6245			\$ 1,000.00	\$ 1,000.00	\$ 1,540.00	\$ 595.00	\$ (540.00)	\$ 945.00
	Gas & oil 6561			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00		\$ -	\$ 1,000.00
	Truck/Boat Maintenance 6482			\$ 2,000.00	\$ 2,000.00	\$ 2,000.00		\$ -	\$ 2,000.00
	Mileage 6330							\$ -	\$ -
	Office Supplies 6400	\$ 500.00			\$ 500.00	\$ 693.99	\$ 193.99		
	Totals	\$ -	\$ -	\$ 142,250.00	\$ 142,250.00	\$ 139,483.68	\$ 6,328.68	\$ 2,766.32	\$ 133,155.00

Totals	2022 Reserve Spending	2021 Allocated Unspent	2022 Approved Budget	Total Funds 2021-22	2022 Commitments	2022 Actuals	Uncommitted Balance	2022 Allocated Unspent
	\$ 111,470.00	\$ 71,865.58	\$ 309,000.00	\$ 492,335.58	\$ 382,539.96	\$ 166,431.52	\$ 109,795.62	\$ 216,108.44

2022 County Levy	\$ 309,000.00
2021 Allocated Unspent	\$ 71,865.58
2022 Reserves Carryover from 2021	#NAME?
2022 Total Levy, Allocated Unspent & Reserves January 1, 2022	#NAME?

October 2022 LID Invoices Received

Invoice Detail	LID Budget Category	Amount
Alliance	LID Volunteer Water Quality Monitoring analysis - September 2022.	648.00
Alliance	LID Water Quality Monitoring analysis - September 2022.	1,305.00
EOR	Summer Channel / Weir Inspection Report	697.50
EOR	Point intercept surveys Peterson survey and Emily Report	2,384.63
EOR	Attend Board Meeting on September 12, 2022.	250.00
WCCD	3rd Quarter Billing for Water Resource Educator	1,671.40
MNL	Drone Treatment for Invasive Phragmites	4,285.00
CLLA	Resquest for Payment - 2022 Phragmites *	1,746.00
CLA	Resquest for Payment - 2022 Phragmites *	850.00
Monthly Expense Total		13,837.53



255 Grant Street SE, Ste. 600
Decatur, AL 35601
256-351-0121

Project #
Client:
Facility:
Invoice Date:
Purchase Order #

AAS-2022-0963
Chisago County
Chisago Lakes Water Quality Moni
10/13/2022
Signed PAS

Chisago County
313 North Main Street
Center City, MN, 55012
jerry.spetzman@chisagocountymn.gov
Susanna.Wilson@chisagocountymn.gov

Invoice No. INV4058

Terms Net 30 from Invoice Date

Description	Price per sample	Qty.	Total
Nitrogen, Ammonia / 350.1	\$45.00	6	\$270.00
Phosphorus, Total / 365.1	\$28.00	6	\$168.00
Chlorophyll A / SM10200H2	\$35.00	6	\$210.00
Lab Analysis - Subtotal			\$648.00

Lakes Sampled: Bloom, Linn, Mattson, Pioneer, School and Swamp

Invoice Total

\$648.00

618-6828

10/31/22



255 Grant Street SE, Ste. 600
Decatur, AL 35601
256-351-0121

Project #
Client:
Facility:
Invoice Date:
Purchase Order #

AAS-2022-0963
Chisago County
Chisago Lakes Water Quality Moni
10/13/2022
Signed PAS

Chisago County
313 North Main Street
Center City, MN, 55012
jerry.spetzman@chisagocountymn.gov
Susanna.Wilson@chisagocountymn.gov

Invoice No. INV4058

Terms Net 30 from Invoice Date

Description	Price per sample	Qty.	Total
Nitrogen, Ammonia / 350.1	\$45.00	15	\$675.00
Phosphorus, Total / 365.1	\$28.00	15	\$420.00
Chlorophyll A / SM10200H2	\$35.00	6	\$210.00
Lab Analysis - Subtotal			\$1,305.00

Invoice Total

\$1,305.00

618-6528

10/31/22



Emmons & Olivier Resources Inc.
1919 University Avenue W, Ste 300
St. Paul, MN 55104
Ph: 651-770-8448 / Fx: 651-770-2552
www.eorinc.com

ACCOUNT SUMMARY
Chisago Lakes Lake Improvement District
313 North Main Street
Center City, MN 55012

Statement Date: October 12, 2022

Date	Project Name	Invoice #	Amount Due
10/12/2022	2022 Board Meeting Attendance	00969-0050-8	\$ 618-6886 250.00
10/12/2022	General Engineering 2022	00969-0051-9	\$ -
	Task 1: Water Quality		\$ -
	Task 2: Water Levels		\$ 618-6813 697.50
	Task 3: Land Use Practices		\$ -
	Task 4: Recreational Use		\$ -
	Task 5: Navigation Channels		\$ -
	Task 6: Shorelines		\$ -
	Task 7: Education		\$ -
	Task 8: Invasive Species		\$ -
	Task 9: Administration		\$ -
10/12/2022	CLLID PI Surveys 2022	00969-0053-3	\$ 618-6840 2,384.63
BALANCE DUE			\$ 3,332.13

Susan Nelson, Invoice Coordinator

Invoice

Emmons & Olivier Resources, Inc.
1919 University Ave. W, Ste 300
St. Paul, MN 55104-3455
Phone 651.770.8448
Fax 651.770.2552
www.eorinc.com



Invoice Total	\$250.00
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Ben Elfelt
Chisago Lakes Lake Improvement District
Chisago County Department of
Environmental Services and Zoning
313 North Main Street
Room 242
Center City, MN 55012-9663

October 12, 2022

Invoice No: 00969-0050 - 8

Project 00969-0050 CLLID Board Meeting Attendance 2022

Summary of Work Performed:
Attend Board Meeting on September 12, 2022.

Professional Services from September 1, 2022 to September 30, 2022

Fee	250.00
Total this Invoice	\$250.00

Invoice

Emmons & Olivier Resources, Inc.
1919 University Ave. W, Ste 300
St. Paul, MN 55104-3455
Phone 651.770.8448
Fax 651.770.2552
www.eorinc.com



Invoice Total	\$697.50
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Ben Elfelt
Chisago Lakes Lake Improvement District
Chisago County Department of
Environmental Services and Zoning
313 North Main Street
Room 242
Center City, MN 55012-9663

October 12, 2022
Invoice No: 00969-0051 - 9

Project 00969-0051 CLLID General Engineering 2022

Summary of Work Performed:
Review of board packet, Summer Channel and Weir Inspection Report, communications with Jerry and Ben.

Professional Services from September 1, 2022 to September 30, 2022

Phase 02 Water Levels

Professional Personnel

	Hours	Rate	Amount	
Professional 4	3.75	186.00	697.50	
Totals	3.75		697.50	
Total Labor				697.50
		Total this Phase		\$697.50
		Total this Invoice		\$697.50

Invoice

Emmons & Olivier Resources, Inc.
1919 University Ave. W, Ste 300
St. Paul, MN 55104-3455
Phone 651.770.8448
Fax 651.770.2552
www.eorinc.com



Invoice Total	\$2,384.63
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Ben Elfelt
Chisago Lakes Lake Improvement District
Chisago County Department of
Environmental Services and Zoning
313 North Main Street
Room 242
Center City, MN 55012-9663

October 12, 2022

Invoice No: 00969-0053 - 3

Project 00969-0053 CLLID PI Survey 2022

Summary of Work Performed:

Complete field work for Peterson Lake; QA/QC Peterson Lake data and draft figures; draft Lake Emily and Swamp Lake reports.

Professional Services from September 1, 2022 to September 30, 2022

Phase 01 Emily/Ellen Survey

Professional Personnel

	Hours	Rate	Amount	
Professional 2	7.75	137.00	1,061.75	
Totals	7.75		1,061.75	
Total Labor				1,061.75

Unit Billing

Company Vehicle Mileage 55.63

Total this Phase \$1,117.38

Phase 02 Emily/Ellen Report

Professional Personnel

	Hours	Rate	Amount	
Professional 2	5.25	137.00	719.25	
Totals	5.25		719.25	
Total Labor				719.25

Total this Phase \$719.25

Phase 04 Swamp Report

Professional Personnel

	Hours	Rate	Amount	
Professional 2	4.00	137.00	548.00	
Totals	4.00		548.00	
Total Labor				548.00

Project	00969-0053	CLLID PI Survey 2022	Invoice	3
Total this Phase				\$548.00
Total this Invoice				\$2,384.63

Washington Conservation District

455 Hayward Avenue North
Oakdale, MN 55128

Invoice

Date	Invoice #
9/30/2022	5773

Bill To
Chisago Lakes Improvement District 313 N Main Street Room 243 Center City, MN 55012

			Contract
			EMWREP
Staff Hours	Description	Hr/Unit Rate	Total Amount
	3rd of four quarterly billings for Shared Water Resource Educator Program	1,671.40	1,671.40
	Annual charge: \$6,685.62 Quarterly charge: \$1,671.40	7.125%	0.00
	618-6881		
			
3rd Quarter 2022 Charges		Amount Due	\$1,671.40



8740 77th St NE
Otsego, MN 55362

INVOICE

HEAL THE EARTH!

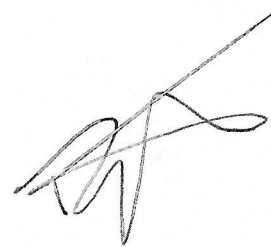
BILLING DATE	INVOICE #
10/31/2022	36912

TERMS	DUE DATE
Net 30	11/30/2022

CUSTOMER NAME
Chisago Lakes Lake Improvement Dist. 313 North Main Street Center City, MN 55012

PROJECT NAME
Chisago Lakes Lake Improvement District

P.O. NO.

QTY	UNITS	ITEM	DESCRIPTION	UNIT PRICE	EXTENTION
1	Each	Mobilization	Mobilization for drone treatment	700.00	700.00
5	Each	Herbicide Appli...	Drone treatment of phragmites in mapped locations.	600.00	3,000.00
1	Each	Materials	Herbicide	585.00	585.00
			Work conducted on 9/29/2022	6.875%	0.00
618-6840 11/2/22 					

Thank you for your business. Please place the invoice number on your check.	Total	\$4,285.00
Any amount unpaid beyond 30 days, will incur a 1.5% per month finance charge.	Payments/Credits	\$0.00
Phone: (763) 295-0010 • www.MNLcorp.com • AP@MNLcorp.com	Balance Due	\$4,285.00

10 Million Acres Impacted by 2030!

Benjamin Elfelt | CLLID Administrator
Environmental Services
313 N Main St
Suite 240
Center City, MN 55012
Benjamin.Elfelt@chisagocountymn.gov
Phone: 651-213-8383

Invoice:
Oct 19, 2022 - 2022_Phragmites

Mr. Elfelt,

Chisago Lindstrom Lakes Association has successfully treated Invasive Phragmites on four separate lakes and is requesting the reimbursement of \$1746.00. As requested in the LID/Lake Association AIS Control partnership program we are including a copy of the DNR permits and the invoice for the treatment.

Description	Amount (\$)
9/29/22 - Kroon Lake - 1 hour @ \$189.00/hour	189.00
9/27/22 - North Lindstrom Lake - 1 hour @ \$189.00/hour	189.00
9/27/22 - South Lindstrom Lake - 2 hours @\$189.00/hour	378 00
9/27/22 - Chisago Lake - 5 hours @ \$198.00/hour	990.00
CLLA Total (Four lakes)	1746.00

Best Regards,

Daniel J. Lydon

President, CLLA

DanLydon@yahoo.com

651.402.1854



LAKE MANAGEMENT, Inc.
10400 185th Street North
Marine on St. Croix, MN
55047
651-433-3283-Voice
651-433-5316-Fax

Invoice

Invoice Number
41215

Invoice Date
Feb 28, 2022

Page
1

Sold To:

Chisago-Lindstrom Lake Assoc.
Chisago-Lindstrom Lake Associa
P.O. Box 44
Lindstrom, MN 55045

Amount Paid

Chisago-Lindstrom

Return Upper Portion with Payment

Customer ID	Customer PO	Payment Terms	Sales Rep ID	Due Date
Chisago-Lindstro		Net 30 Days		3/30/22
Description				Amount
2022 Phragmites Control Program - 9/29/22 - Kroon Lake - 1 hour @ \$189.00/hour				189.00
9/27/22 - North Lindstrom Lake - 1 hour @ \$189.00/hour				189.00
9/27/22 - South Lindstrom Lake - 2 hours @\$189.00/hour				378.00
9/27/22 - Chisago Lake - 5 hours @ \$198.00/hour				990.00

Subtotal 1,746.00

Sales Tax

Total Invoice Amount 1,746.00

Check No

Payment Received 0.00

TOTAL 1,746.00

Finance charge is 1 1/2% per month



*Improving our Lakes through education
and government partnerships*

Mr. Benjamin Elfelt
Administrator
Chisago Lakes, Lake Improvement District
Chisago County Department of Environmental Services and Zoning
Chisago County Government Center
313 North Main Street
Center City, Minnesota 55012

October 6, 2022

Dear Mr. Elfelt.

Center Lakes Association is requesting the following reimbursement funds per the 2022 LID/MNDNR and Lake Association AIS- Control Partnership for treating invasive Phragmites australis. Center Lakes Association is requesting. **Total \$850.00 for treatment on North and South Center Lakes**

In the table below is an invoice and breakdown of actual costs and acres treated.

Reimbursement Invoice

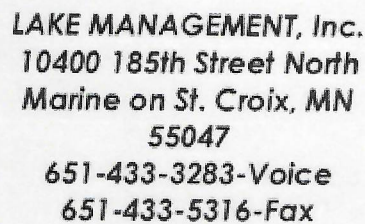
LAKE	Service performed	Price per hour	Hours	Lake Management	LID 90%	CLA 10%			
North Center	9/28/22	\$189.00	3.0	\$567.00	\$510.30	\$56.70			
South Center	9/28/22	\$189.00	2.0	\$378.00	\$340.20	\$37.80			
Total			5.0	945.00	\$850.00	\$94.50			

Attached are the requested documents request

- Funding request letter
- Map of treated areas
- Approved permit

Best regards,
Nancy Kay Moe-Mergens
Center Lakes Association Grant Partnership Coordinator

Center Lakes Association PO Box 568, Lindström, MN 55045



Invoice Number
41275

Invoice Date
Mar 3, 2022

Page
1

Center Lakes Association
Nancy Moe-Mergens
30785 Irene Avenue
Lindstrom, MN 55045-9334

Amount Paid

CenterLakesAssociati

Return Upper Portion with Payment

Subtotal	945.00
Sales Tax	
Total Invoice Amount	945.00
Payment Received	0.00
TOTAL	945.00

Finance charge is 1 1/2% per month











PROFESSIONAL/TECHNICAL SERVICES CONTRACT
By and Between Chisago County and
Chisago Soil and Water Conservation District

THIS CONTRACT, and any subsequent amendments and supplements thereto, is between the County of Chisago, a body politic and corporate (hereinafter “the County”) on behalf of the Chisago Lakes Lake Improvement District (hereinafter, “the CLLID”) and Chisago Soil and Water Conservation District (hereinafter “the SWCD”), an independent government unit, not an employee of the County of Chisago.

WHEREAS, County, pursuant to Minnesota Statutes Chapter 373.01, is empowered to procure from time-to-time certain professional/technical services, and

WHEREAS, SWCD is an independent government entity which is authorized to enter into contract or other agreements as authorized in Minn. Stat. 103C.231; and

WHEREAS, SWCD has the interest and possesses the professional and technical expertise to assist the CLLID in meeting the goals of the approved CLLID Water Resources Management Plan; and

WHEREAS, the SWCD represents it is duly qualified and willing to perform the services set forth in this contract.

NOW, THEREFORE, it is agreed:

1. SCOPE OF WORK: Work to be performed by the SWCD staff includes, but is not limited to:

- Exhibit A: Goal 1, Obj. 2: Lake Water Quality Monitoring Report: \$6,000
- Exhibit B: Goal 3, Obj. 2: Matching Funds – Install Projects: \$45,000
- Exhibit C: Goal 3, Obj. 3: Best Management Practice Maintenance: \$8,000
- Exhibit D: Goal 6, Obj. 1: Lakeshore and Urban Restoration: \$10,000
- Exhibit E: Goal 6, Obj. 2: Landowner Cost Share Program: \$10,000

2. FEES AND COMPENSATION: An invoice that details the work performed by the SWCD staff shall be submitted to the CLLID on a monthly basis. Invoices will indicate hours and mileage by personnel and project work task. The SWCD will bill at a rate not to exceed:

Technical/Specialist Staff: \$70/hour
Engineering Specialist: \$95/hour

All mileage will be reimbursed at the current IRS approved mileage rate. Payment shall be made promptly by the County after presentation of validated invoice and acceptance of the service by the County’s authorized representative.

3. TERM OF AGREEMENT: The effective date of the agreement is January 1, 2023 and will continue until December 31, 2024.

4. AUTHORIZED REPRESENTATIVES: All official notifications, including but not limited to, cancellation of this contract must be sent to the other party’s authorized representative.

- A. County's authorized representative for the purpose of administration of this contract is:

Name: Benjamin Effelt or successor
Address: 313 North Main Street, Rm. 240, Center City, MN 55012
Telephone: 651-213-8383
E-Mail: Benjamin.Effelt@chisagocountymn.gov

- B. The SWCD's authorized representative for the purpose of administration of this contract is:

Name: Craig Mell or successor
Address: 38814 Third Avenue, North Branch, MN 55056
Telephone: 651-674-2333
E-Mail: craig.mell@mn.nacdnet.net

5. CANCELLATION AND TERMINATION:

- A. This contract may be canceled by County at any time, with or without cause, upon thirty (30) days written notice to the SWCD. In the event of such a cancellation, the SWCD shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.
- B. Termination for Insufficient Funding. County may immediately terminate this contract if it does not obtain funding from the Minnesota Legislature or other funding source, or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the SWCD within a reasonable time of County receiving notice that sufficient funding is not available. County is not obligated to pay for any services that are provided after notice and effective date of termination. However, the SWCD will be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed to the extent that funds are available. County will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature or other funding source not to appropriate funds.

6. ASSIGNMENT: The SWCD shall neither assign nor transfer any rights or obligations under this contract without the prior written consent of County.

7. LIABILITY & INSURANCE:

- A. The SWCD shall indemnify, save, and hold County, its representatives and employees harmless from any and all claims or causes of action, including all attorneys' fees incurred by County, arising from the performance of this contract by the SWCD or SWCD agents or employees. This clause shall not be construed to bar any legal remedies the SWCD may have for County's failure to fulfill its obligations pursuant to this contract. Likewise the County shall indemnify, save, and hold the SWCD, its representatives and employees harmless from any and all claims or causes of action, including all attorneys' fees incurred by County, arising from its actions in relation to this Contract.
- B. The SWCD agrees that it will at all time during the term of the agreement keep in force policies of insurance providing the following checked (✓) liabilities. All such policies shall provide that they shall not be canceled, materially changed, or not renewed (expired) without thirty days prior notice thereof to County.
- ✓ General Liability; ☐ Professional Liability; ✓ Automobile Liability

-At coverages of \$500,000/claim; \$1,500,000/occurrence

✓ Workers' Compensation, as required by Minnesota law; ☐ Other _____

8. WORKER'S COMPENSATION. The SWCD certifies it is in compliance with Minnesota Statute §176.181, Subd. 2 pertaining to workers' compensation insurance coverage. The SWCD's employees and agents will not be considered County employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or agents are in no way County's obligation or responsibility.

9. GOVERNMENT DATA PRACTICES ACT. The SWCD and County must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by County in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the SWCD in accordance with this contract. The civil remedies of Minnesota Statute §13.08 apply to the release of the data referred to in this clause by either the SWCD or County.

In the event the SWCD receives a request to release the data referred to in this clause, the SWCD must immediately notify County. County will give the SWCD instructions concerning the release of the data to the requesting party before the data is released.

10. OWNERSHIP OF MATERIALS AND INTELLECTUAL PROPERTY RIGHTS.

- A. County shall own all rights, title and interest in all of the materials conceived or created by the SWCD, or its employees or subcontractors, either individually or jointly with others and which arise out of the performance of this contract, created and paid for under this contract, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form (hereinafter MATERIALS).

The SWCD hereby assigns to County all rights, title and interest to the MATERIALS. The SWCD shall, upon request of County, execute all papers and perform all other acts necessary to assist County to obtain and register copyrights, patents or other forms of protection provided by law for the MATERIALS. The MATERIALS created under this contract by the SWCD, its employees or subcontractors, individually or jointly with others, shall be considered "works made for hire" as defined by the United States Copyright Act. All of the MATERIALS, whether in paper, electronic, or other form, shall be remitted to County by the SWCD, its employees and any subcontractors, and the SWCD shall not copy, reproduce, allow or cause to have the MATERIALS copied, reproduced or used for any purpose other than performance of the SWCD's obligations under this contract without the prior written consent of County's authorized representative.

- B. The SWCD represents and warrants that MATERIALS produced or used under this contract do not and will not infringe upon any intellectual property rights of another, including, but not limited to, patents, copyrights, trade secrets, trade names, and service marks and names. The SWCD shall indemnify and defend, to the extent permitted by the Attorney General, County at the SWCD'S expense from any action or claim brought against County to the extent that it is based on a claim that all or part of the MATERIALS infringe upon the intellectual property rights of another. The SWCD shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including, but not limited to, reasonable attorney fees arising out of this contract, amendments and supplements thereto, which are attributable to such claims or actions.

If such a claim or action arises, or in the SWCD'S or County's opinion is likely to arise, the SWCD shall, at County's discretion, either procure for County the right or license to continue using the MATERIALS at issue or replace or modify the allegedly infringing MATERIALS. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.

11. JURISDICTION AND VENUE. This contract, and amendments and supplements thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or breach thereof, shall be in the state or federal court with competent jurisdiction in Chisago County, Minnesota.

12. AMENDMENTS. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract, or their successors in office.

13. STATE AUDITS. The books, records, documents, and accounting procedures and practices of the SWCD relevant to this contract shall be subject to examination by County and the Legislative Auditor for a minimum of six (6) years from the end of the contract.

14. SUBCONTRACTING AND ASSIGNMENT. SWCD shall not enter into any subcontract for performance of any services contemplated under this agreement, nor assign any interest in the agreement without the prior written approval of the County. Any assignment may be made subject to such conditions and provisions as the County may impose. If specifically authorized by the County, SWCD is responsible for the performance of all subcontractors and shall compensate said subcontractors pursuant to the requirements of Minnesota Statute § 471.425 including prompt payment of any amounts due the subcontractor.

15. SURVIVAL OF TERMS. The following clauses survive the expiration, cancellation or termination of this contract: Liability; Government Data Practices Act; Ownership Of Materials and Intellectual Property Rights; Jurisdiction and Venue; and State Audits.

IN WITNESS WHEREOF, the above-named parties have executed this Contract on the Date(s) indicated below and shall take effect upon January 1, 2023, irrespective of the dates of signatures below.

CHISAGO COUNTY:

By: _____
Chair of the Board, Chisago County Board of
Commissioners

Date: _____

Witnessed: _____
Clerk to the Board

Date: _____

CHISAGO SWCD:

By: _____
Chair of the Board, Chisago Soil and Water
Conservation District

Date: _____

Witnessed: _____
District Administrator

Date: _____

CHISAGO LAKES LAKE IMPROVEMENT DISTRICT:

By: _____
Chair of the Board, Chisago Lakes Lake Improvement
District

Date: _____

Witnessed: _____
District Administrator

Date: _____

Reviewed/Approved by County Attorney:

By: _____
Chisago County Attorney

Date: _____

Exhibit A: Goal 1, Obj. 2: Water Quality Monitoring Report: \$5,000 from FY 2023 Budget

1. Task

Complete an assessment of the water quality monitoring completed by local volunteers, SWCD staff, and/or CLLID staff during the summer of 2023.

2. Outcome

Results from lakes monitoring in 2023 will be assessed and compiled into a report showing all data relative to State approved water quality standards and expected levels. This report will include data collected by local volunteers, SWCD staff, and/or CLLID staff. Data will be relayed in an easy-to-understand context to share this data with other landowners and lake users within the Chisago Lakes Chain of Lakes Watershed. Data will be entered into MPCA database. Monitoring reports will be available on the Chisago SWCD website and by request to the Chisago SWCD.

Exhibit B: Goal 3, Obj. 2: Matching Funds – Install Projects: \$45,000 from FY 2023 Budget

1. Task

The SWCD will continue to coordinate the delivery of the CLLID Best Management Practice (BMP) cost-share program in conjunction with the SWCDs State and Federal grants to implement BMPs identified in the stormwater retrofit assessments completed within the Chisago Lakes Chain of Lakes watershed. Program materials will include application forms, evaluation criteria, information packets, annual reports, and other items as needed to ensure a smooth-running cost-share program. Overall program coordination, summary reports, and ongoing program evaluation will be provided by the SWCD.

2. Outreach

Targeted and broad-based outreach techniques will be used to generate interest in the cost-share program. Outreach will be coordinated with the CLLID and other SWCD activities.

3. Project Database

Project information will be tracked in a database and locations will be mapped in Geographic Information Systems (GIS).

4. Site Reviews and Project Evaluation

The SWCD, utilizing the completed stormwater retrofit assessments, will prioritize catchments to work in and contact landowners to begin the process of identifying potential BMP implementation. Other activities will include determining site specific BMP Program eligibility and priority, assessing BMP options which will adequately address the problem, discussing BMP alternatives with landowners, and promoting implementation of BMPs.

5. BMP Design and Contractor Assistance

The SWCD will coordinate BMP design assistance. Design support will be provided by SWCD technical resources and/or obtaining assistance from an appropriate technical agency, organization, or consultant. The SWCD will assist landowners with obtaining qualified contractors to install BMPs.

6. Construction Monitoring (Site inspections)

The SWCD will monitor construction activities to verify proper implementation of BMPs.

7. Long Term Monitoring

The SWCD will provide long term monitoring of installed BMPs.

8. Cost Share Contracts and Payment

The SWCD Board will approve all cost share contracts per the requirements of CLLID resolutions 11/0404-1 and 11/0801-3. The SWCD Board will certify all projects as complete and issue a final payment. Upon final payment being made by the SWCD, the SWCD will invoice the CLLID for their portion of the cost share project.

9. Communication with CLLID Board

The SWCD will regularly communicate with CLLID Board on project selection and status.

10. Miscellaneous Services

Other services will be provided as requested by the CLLID to implement and carry out the CLLID cost share program.

Exhibit C: Goal 3, Obj. 3: Best Management Practice Maintenance: \$8,000 from FY2023 Budget

1. Task

SWCD Staff will provide the CLLID with general maintenance of stormwater Best Management Practices (BMPs) that have been installed throughout the Chisago Lakes Chain of Lakes. Priority given to projects installed on County owned property. General maintenance of water quality BMPs includes: weeding, replacing plants, replacing mulch, removing trash, trimming plants, removing leaves, removing built up sediment, and minor construction work to fix onsite problems with the water quality BMP.

Exhibit D: Goal 6, Obj. 1: Lakeshore and Urban Restoration: \$10,000 from FY2023 Budget

1. Task

Provide technical assistance and educational information to interested landowners and local government units to implement urban and shoreland best management practices within the CLLID.

2. Outcomes:

- Assist individual landowners with their natural resource questions and concerns.
- Make onsite natural resource investigations as requested by individual residents.
- Assist landowners by evaluating runoff, erosion, and other watershed features as requested.
- Assist landowners with developing restoration plans.
- Provide planning, design, and engineering best management practice assistance for erosion, sediment control projects, and other water quality needs.
- Layout and supervise construction of erosion control projects using cost share and grant dollars when available, and certify implementation.
- Provide long term monitoring of installed BMPs.

Exhibit E: Goal 6, Obj. 2: Landowner Cost Share Program: \$10,000 from FY 2023 Budget

1. Task

The SWCD will coordinate the delivery of the CLLID Landowner Cost Share Program in conjunction with other SWCD grant programs. 100% of these funds will be utilized as landowner cost share to implement BMPs throughout the watershed. Program materials will include application forms, evaluation criteria, information packets, annual reports, and other items as needed to ensure a smooth-running cost-share program. Overall program coordination, summary reports, and ongoing program evaluation will be provided by the SWCD. Projects eligible for the CLLID Landowner Cost Share Program include rain gardens, shoreline restorations, and other best management practices in high priority areas that are not included in Exhibit C: Goal 3, Obj. 2: Matching Funds of this contract.

2. Outreach

The Chisago SWCD and the CLLID will advertise that financial cost-share assistance is available as staff time is available.

3. Site Reviews and Project Evaluation

The SWCD will conduct site visits with interested landowners. Activities will include determining site specific BMPs eligibility and priority, assessing BMP options which will adequately address the problem, discussing BMP alternatives with landowners, and promoting implementation of BMPs.

4. BMP Design and Contractor Assistance

The SWCD will coordinate BMP design assistance. Design support will be provided by SWCD technical resources and/or obtaining assistance from an appropriate technical agency, organization, or consultant. The SWCD will assist landowners with obtaining qualified contractors to install BMPs.

5. Construction Monitoring (Site inspections)

The SWCD will monitor construction activities to verify proper implementation of BMPs.

6. Long Term Monitoring

The SWCD will provide long term monitoring of installed BMPs with permission from the landowner.

7. Cost Share Contracts and Payment

The SWCD Board will approve all cost share contracts per the criteria established by the CLLID Board. The SWCD Board will certify all projects as complete and issue a final payment. Upon final payment being made by the SWCD, the SWCD will invoice the CLLID for their portion of the cost share project.

8. Communication with CLLID Board

The SWCD will regularly communicate with CLLID Board on project selection and status.

6 - Year Review of Landowner Partnership Program

2021 Reserve Spending	2020 Allocated Unspent	2021 Approved Budget	Total Funds 2020-21	2021 Commitments	2021 Actuals	Uncommitted Balance	2021 Allocated Unspent
		\$ 21,615.00	\$ 21,615.00	\$27,000	\$ 12,157.87	\$ (5,385.00)	\$ 14,842.13

2020 Reserve Spending	2019 Allocated Unspent	2020 Approved Budget	Total Funds 2019-20	2020 Commitments	2020 Actuals	Uncommitted Balance	2020 Allocated Unspent
\$ 5,000.00	\$ 2,886.25	\$ 27,000.00	\$ 34,886.25	\$ 34,886.25	\$ 23,492.19	\$ -	\$ 11,394.06

2019 Reserve Spending	2018 Allocated Unspent	2019 Approved Budget	Total Funds 2018-19	2019 Commitments	2019 Actuals	Uncommitted Balance	2019 Allocated Unspent
		\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 11,194.78	\$ -	\$ 18,805.22

2018 Reserve Spending	2017 Allocated Unspent	2018 Approved Budget	Total Funds 2017-18	2018 Commitments	2018 Actuals	Uncommitted Balance	2018 Allocated Unspent
5,000.00		\$ 30,000.00	\$ 35,000.00	\$ 30,000.00	\$ 23,990.52	\$ 5,000.00	\$ 6,009.48

2018 Reserve Spending	2017 Allocated Unspent	2018 Approved Budget	Total Funds 2017-18	2018 Commitments	2018 Actuals	Uncommitted Balance	2018 Allocated Unspent
5,000.00		\$ 30,000.00	\$ 35,000.00	\$ 30,000.00	\$ 23,990.52	\$ 5,000.00	\$ 6,009.48

2016 Allocated Unspent	2017 Budget	Total Funds 2016-17	2017 Commitments	2017 Actuals	Uncommitted Balance	2017 Allocated Unspent
\$ 10,000.00	\$ 25,000.00	\$ 35,000.00	\$ 34,745.08	\$ 20,437.89	\$ 254.92	\$ 14,307.19

**By-Laws Of
The Chisago Lakes Lake Improvement District**

As Amended August 5, 1985, August 21, 1987, August 10, 1992, August 3, 2009,
March 16, 2011, May 16, 2012, February 2, 2015 and June 15, 2016.

The Chisago Lakes Lake Improvement District (District) was first established April 21, 1976 by resolution of the Chisago County Board of Commissioners. The County Board of Commissioners reactivated the District by resolution August 21, 1984 and re-established the District with an enlarged boundary on September 16, 2015.

These By-Laws provide a set of operating procedures for the District and establish a code of ethics and conduct.

Article I. Overview

The purpose of the District is to make recommendations to the Chisago County Board of Commissioners, appropriate local units of government, state agencies and the general public on all matters pertaining to the management of land and water resources in order to maintain the quality of the Chisago Lakes Chain of Lakes Watershed.

The role of the District Board of Directors is to responsibly assert the power and authority that is statutorily available and duly delegated to the District Board of Directors by the Chisago County Board of Commissioners; and in all actions and endeavors to conscientiously move toward fulfillment of the goals and objectives of the District in its interaction with the County, other local and state agencies and the general public.

The major lakes in the Chisago Lakes Chain of Lakes Watershed are:

Bloom	Linn	North Lindstrom	South Lindstrom
Chisago	Little	Ogren	Spider
Emily	Little Green	Pioneer	Swamp
Green	Mattson	School	Wallmark
Kroon	North Center	South Center	

The District is approximately 10 miles long and 9.3 miles in width.

Mission Statement

The Mission of the District is to restore, preserve, protect and enhance the water resources of the Chisago Lakes Chain of Lakes Watershed.

Goals

The Chisago County Board of Commissioners authorizes the exercise of general powers of the District authorized in Minnesota Statutes Section 103B.551, Subdivision 3 including, but not limited to water and land resource management programs that may be undertaken to:

- Preserve, protect and enhance water quality within the Chisago Lakes Chain of Lakes Watershed.
- Maintain the ditch and weir system in order to control water levels during high water events.
- Encourage environmentally sound land use practices for urban and agricultural areas to protect water quality within the Chisago Lakes Chain of Lakes Watershed.
- Support safe and balanced recreational use of surface water.
- Restore, improve and maintain navigation channels between the lakes.
- Protect, encourage and restore native shoreline to improve fish and wildlife habitat.
- Promote environmental education, awareness and stewardship within the Chisago Lakes Chain of Lakes Watershed.
- Promote the reduction of non-native aquatic invasive species.

Article II. Power and Authority

Section A. Power

Water and related land resource management programs of the District shall continue to include those previously delegated to the District and its Board of Directors by Chisago County Resolution No. 09-0225-1 on February 25, 2009, and as set forth in Minnesota Statutes 103B.551, Subdivision 3, (1) through (14), specifically:

- (1) Acquire by gift or purchase an existing dam or control works that affects the level of waters in the district;
- (2) Construct and operate water control structures that are approved by the commissioner of natural resources under Minn. Stat. §103G.245;
- (3) Undertake projects to change the course, current or cross section of public waters that are approved by the commissioner of natural resources under Minn. Stat. §103G.245;
- (4) Acquire property, equipment, or other facilities, by gift or purchase to improve navigation;
- (5) Contract with a board of managers of a watershed district within the lake improvement district or the board of supervisors of a soil and water

conservation district within the district for improvements under Minnesota Chapters 103C and 103D;

- (6) Undertake research to determine the condition and development of the body of water and the water entering it and to transmit the results of the studies to the Minnesota Pollution Control Agency and other interested authorities;
- (7) Develop and implement a comprehensive plan to eliminate water pollution;
- (8) Conduct a program of water improvement and conservation;
- (9) Construct a water, sewer, or water and sewer system in the manner provided by Minn. Stat. § 444.075 or other applicable laws;
- (10) Receive financial assistance from and participate in projects or enter into contracts with federal and state agencies for the study and treatment of pollution problems and related demonstration programs;
- (11) Make cooperative agreements with the United States or state government or other counties or cities to effectuate water and related land resource programs;
- (12) Maintain public beaches, public docks, and other public facilities for access to the body of water;
- (13) Provide and finance a government service of the county or statutory or home rule city that is not provided throughout the county or, if the government service is provided, the service is at an increased level within the district; and
- (14) Regulate water surface use as provided in Minn. Stat. §§ 86B.205, 103G.605, and 103G.621.

Section B. Expenditure Authority

Pursuant to the Findings of Fact, Conclusions of Law and Order approved by the Chisago County Board of Commissioners on September 16, 2015, the District by and through its Board of Directors shall continue to have the authority to enter into all necessary contracts for the purchase of capital, real estate, and services, under the value of \$5,000 per contract or transaction.

The District is under the Authority of the Chisago County Board of Commissioners budgeting process and therefore the County Board annually approves the District Budget. Project spending requests in amounts greater than \$5,000 will be submitted to the Chisago County Board of Commissioners.

With prior notification to the District Board Chairperson, the District Administrator has the authority to spend up to \$500 of budgeted funds without prior approval. Said expense shall be ratified at the next District Board Meeting.

Article III. District Board of Directors

Section A. District Board Organization

The District Board of Directors shall consist of seven (7) persons. All of the Directors must be residents of the District.

The Board of Directors shall have representation as follows: Each Area Representative must own real property within that Area or be a buyer under contract for deed of property in the Area.

Area 1 – 1 Director. Bounded on the south by Highway 8, to the west by County Road 20 and includes the area to the northeast border of the Chisago Chain of Lakes watershed. Little, North Center, and Pioneer Lakes are included in this area.

Area 2 – 1 Director. Bounded by Highway 8 on the North, County Road 25 (Olinda Trail) to the West and includes the Southeast corner of the Chisago Chain of Lakes watershed. Blooms, Linn, Ogren, South Center, and Swamp Lakes are included in this area.

Area 3 – 1 Director. Bounded on the west by County Road 24, to the south by Highway 8, crosses the channel between South Lindstrom and Chisago Lakes at the public access and continues to the east at Mentzer Trail and 295th Street, and on the east at County Road 25 and County Road 20. This includes the area to the north central border of the Chisago Chain of Lakes watershed. North Lindstrom, South Lindstrom, and Wallmark Lakes are included in this area.

Area 4 – 1 Director. Bounded on the west by County Road 24/23/91, to the north by Highway 8, crosses the channel between South Lindstrom and Chisago Lakes at the public access and continues to the east at Mentzer Trail and 295th Street, and to the south at County Road 25. This includes the area to the south central border of the Chisago Chain of Lakes watershed. Chisago, Kroon, and Spider Lakes are included in this area.

Area 5 – 1 Director. Bounded on the east by County Road 24 and County Roads 24/23/91. This includes the western most portion of the Chisago Chain of Lakes watershed. Ellen, Emily, Green, Little Green, Martha, Mattson, School, and Swamp, Lakes are included in this area.

At Large – 2 Directors. Must be owners of real property within the District boundaries or be a buyer under contract for deed of property in the District.

Section B. Terms of District Board of Directors

Terms are for four years and will be staggered to allow as nearly as possible an equal number of members replaced or re-elected each year.

Upon completion of the District Board of Directors term, vacancies will be filled through an election at the Annual Meeting of the District Board of Directors.

Section C. Election Procedures

The District Board of Directors must receive Applications for Appointment from interested candidates no later than 30 days prior to the Annual Meeting. Elections for candidates will then occur at the Annual Meeting. Nominations shall not be accepted from the floor during the Annual Meeting. If the District Board of Directors receives no nominations, the District Board will follow the process identified in Section D. Vacancy Appointments.

In the event of a tie, the winner will be determined by lot.

(1) Voter Eligibility

Eligible voters include all of the property owners residing in the District. Each property owner, including owners of more than one property, is entitled to one vote. Property owner names must be identified on Chisago County property tax records as owners of property. The list of property owners residing in the District will be updated from the Chisago County records within 30 days of an election.

(2) Candidate Eligibility

District Directors shall be 18 years of age or older and must be owners of real property within District boundaries or be a buyer under contract for deed of property in the District.

(3) Absentee Ballots

Absentee ballots shall be mailed to any eligible voter requesting one.

Absentee ballots must be received by the District Administrator by 3 p.m. the day of the Annual Meeting. Absentee ballots received after 3 p.m. are void and shall not be counted.

(4) Retention of Election Materials

The District shall retain all election materials according to Minnesota County General Records Retention Schedule.

Section D. Vacancy Appointments

Vacancies created by resignation or other reasons, including if nominations are not received at an Annual Meeting, will be filled by appointment by a majority of the remaining District Board of Directors.

Section E. Compensation

District Directors receive as compensation for services, a per diem amount which is set yearly by the Chisago County Board of Commissioners. Each Director may be reimbursed for allowable expenses while doing business for the District, as provided for in Chisago County policy.

Approval from the District Board of Directors is required prior to a member's attendance at a conference, seminar, or meeting. Receipts for all expenses are required to obtain reimbursement as defined in the Chisago County Meal & Lodging Reimbursement Policy (NBR: 2007-1), as may be amended by the Chisago County Board of Commissioners.

Article IV. Officers

Section A. Number of Officers

The officers of the District Board of Directors shall consist of the Chairperson and a Vice Chairperson elected by District Directors at their Annual Meeting. The officers shall be members of the District Board of Directors. Each officer shall hold their office until a successor has been duly elected and qualified.

Section B. Chairperson

The presiding officer of all formal District meetings will be the Chairperson. In the absence of the Chairperson, the presiding officer will be the Vice-Chairperson. The duties and powers of the presiding officer shall include the following:

- (1) Preside at all meetings of the District Board of Directors.

- (2) Preserve order.
- (3) Require the vote on all questions regularly moved and to announce that result.
- (4) Serve as representative of the District Board of Directors in execution of contracts, orders, resolutions, determinations and minutes.

The Chairperson of the District Board of Directors has the same voting rights and responsibilities as other members.

Section C. Addressing the Chairperson

Any Director of the District Board may speak on any matter before the District Board when recognized by the Chairperson and within established procedures as outlined in these By-Laws.

Section D. Vice-Chairperson

The Vice-Chairperson shall perform such duties as shall be assigned by the District Board of Directors. In the event of death, disability, or absence of the Chairperson, the Vice-Chairperson shall be vested with the powers and duties of the Chairperson unless otherwise directed by the District Board of Directors.

Article V. Board Committees

Section A. Special Committees

The District Board, by general consensus, may add standing committees (such as Finance/Budget Committee), or remove them as they see fit.

The District Board may establish a Special Committee, as deemed necessary. A Special Committee shall advise the District Board as directed and may report recommendations to the District Board for appropriate action. Unless expressly stated in the creation of the Special Committee, it shall automatically dissolve when its work is adopted by the District Board.

Section B. Compensation

District Board Directors appointed by the District Board to Special Committees will receive per diems and mileage for attendance at regular or special meetings, as determined by the Chisago County Board of Commissioners. Compensation for special committee meetings must be approved in advance by the District Board.

Article VI. Citizens

Section A. Public Attendance

The public is invited and encouraged to attend and participate in District Board meetings. All comments by the public will be directed to the District Board.

Section B. Audience/Citizens Requests

If an individual seeks to appear before the District Board (s)he is encouraged to notify the District Administrator or designee of his/her intention and the issue to be presented. Staff will confer with the individual, conduct necessary research, address the issue and, if necessary, schedule the issue accordingly on the appropriate District Board agenda.

Article VII. Staff

Section A. Administrator

The Administrator for the District (in conjunction with the Chisago County Board of Commissioners, the District Chairperson, and the Environmental Services/Zoning Director) provides leadership and coordination in determining and achieving the Districts' mission, goals, objectives, projects and priorities.

Section B. Water Resource Specialist

The Water Resource Specialist assists in the administrative duties of the District, as well as promotes environmental education, awareness and stewardship in the Chisago Lakes Chain of Lakes watershed. In the absence of the Water Resource Specialist, the Administrator will arrange to have the tasks completed.

The Water Resource Specialist shall prepare a written agenda for all regular and special meetings of the District Board and record minutes for those meetings. The Water Resource Specialist shall also: 1) make regular entries of all District Board resolutions and decisions upon all questions; 2) record the vote of each member on any question submitted to the District Board; 3) preserve and file all business acted upon by the District Board; 4) certify copy any and all resolutions or decisions of the District Board; and 5) perform such further duties as designated by the District Board.

Article VIII. Meetings

Section A. Meeting Date

The regularly scheduled District Board meetings are set at the January Board Meeting each year for the upcoming year. The meetings are held on the first Monday of each month unless that date is in conflict with a major holiday as recognized by the Chisago County Personnel Policy, as may be amended by the Chisago County Board of Commissioners. In those instances, the meeting will be held on the following Monday.

Regularly scheduled District Board, Special, and Annual Meeting dates will be sent to the local newspaper for publication and posted on the Chisago County website on the District webpage.

Section B. Place of Meetings

Meetings of the District may be held at the Chisago County Government Center or at any other place within the District as shall be designated by the District Board of Directors.

Section C. Special Meetings

Special Meetings of the District Directors may be called at any time by the District Chairperson or by a majority of the District Board of Directors.

Section D. Annual Meeting

The first annual meeting of the District, as established by the Chisago County Board of Commissioners on September 16, 2015, will be August 1, 2016. Thereafter, the District Board shall set the time and place of future annual meetings.

The District Board transacts organizational business during this meeting, including:

- (1) Administer oath of office (if required).
- (2) Elect officers.
- (3) Appoint Directors to District Committees.
- (4) Conduct general business.
- (5) Establish meeting dates and times.

Section E. Quorum

A simple majority (4) of the total number of District Board of Directors (7) shall constitute a quorum for the transaction of any business properly brought before such meetings. No votes on action items may be taken unless a quorum is present.

Section F. Meeting Rules of Conduct

All attendees of District meetings are subject to the following rules of conduct:

- (1) The Chairperson conducts the meeting and exercises authority to assure compliance with the meeting's agenda and ensure orderly conduct by all present.
- (2) The Chairperson has the discretion to order the agenda in a manner that (s)he feels will conduct business in the most expedient manner.
- (3) District Directors, staff, District engineers, presenters or members of the public wishing to speak during the Citizen's Forum will address the Chairperson and be recognized prior to speaking.
- (4) Members of the public that wish to speak during the Citizen's Forum shall first state their names and addresses for the record.
- (5) A time limit for speaking during the Citizen's Forum may be set at the discretion of the Chairperson.
- (6) At no time will the public be allowed to confront the person speaking or members of the District Board with derogatory language or in an unprofessional manner. The Chairperson shall have the discretion to require a person to leave if this occurs.
- (7) When a member of the public states their opinion on a matter before the District Board, others wishing to speak may support that opinion, but not reiterate the entire testimony.
- (8) No profanity will be allowed, either by the District Board, staff, or the public.
- (9) Electronic recording devices, television cameras, or equipment used by the electronic media will be placed in accordance with the direction of the Chairperson and will be used in an unobtrusive manner so that its presence will not interfere with the conduct of the meeting.
- (10) These rules of conduct may be modified by the District Board of Directors upon majority vote of the entire body at any regular or special meeting.

Section G. Order of Business

The Order of Business for each regular meeting of the District Board shall be as follows:

- (1) Convene, Pledge of Allegiance
- (2) Approval of Agenda
- (3) Approval of Minutes
- (4) Financial Report Review
- (5) Approval of Invoice Payments
- (6) Citizen's Forum
- (7) Old Business
- (8) New Business
- (9) Staff & Engineering Reports
- (10) Committee Reports
- (11) Set tentative agenda for next meeting
- (12) Adjourn

The Order of Business may be changed as needed to accomplish objectives and priorities of the meeting. The Order of Business may be changed at the recommendation of the Chairperson, any Director of the Board or the District Administrator subject to District Board consensus.

Section H. Meeting Minutes

The District Administrator or his/her designee shall prepare the official minutes of each meeting. District Board meeting minutes shall be kept in accordance with Minn. Stat. Sec. 13D in order to provide an accurate record of District Board actions. The record is not intended to be a verbatim transcript of all discussion and debate. The record is a primarily a compilation of official actions.

The meeting minutes shall be prepared and submitted for approval at the next succeeding regular District Board meeting. Once approved by the District Board, the final minutes will be posted on the Chisago County website on the District webpage.

Resolutions shall be numbered consecutively beginning with District Resolution and followed by the last four digits of the calendar year.

Example: District Resolution – 1 – 2010

Section I. Conflict of Interest

Individual District Board members, appointees, or staff should disclose direct conflicts of interest, in writing to the District Board who will consider the nature of the responsibilities and the degree of potential or apparent conflict in deciding the course of action that the respondent needs to take to remedy the direct conflict of interest. Reference Chisago County Conflict of Interest policy.

Article IX. Amendments and Changes

Section A.

These By-Laws shall be reviewed annually by the District Board of Directors. Any changes or amendments agreed to by a majority vote of the District Board shall be recommended to the Chisago County Board of Commissioners for adoption.

Article X. Dissolution

Section A.

In the event that the District is dissolved or should cease to operate, any property or assets remaining after full payment of the Board obligations shall revert to Chisago County.

Minnesota Department of Natural Resources

Division of Ecological and Water Resources

NOTICE OF INTENT TO ADOPT EXPEDITED RULES WITHOUT A PUBLIC HEARING

Proposed Amendment to Rules Relating to Invasive Species, *Minnesota Rules*, chapter 6216; Revisor's ID Number R-4640

Introduction. The Minnesota Department of Natural Resources (DNR) intends to adopt rules under the expedited rulemaking process following the rules of the Office of Administrative Hearings, *Minnesota Rules*, part 1400.2410, and the Administrative Procedure Act, *Minnesota Statutes*, section 14.389. You may submit written comments on the proposed expedited rules until Friday, December 9, 2022.

Agency Contact Person. Submit comments or questions on the rules to Laura Van Riper, Terrestrial Invasive Species Coordinator, at Minnesota Department of Natural Resources, 500 Lafayette Road, St. Paul, Minnesota 55155-4025, phone 651-259-5090, FAX 651-296-1811, or email ais.dnr@state.mn.us.

Subject of the Expedited Rules and Statutory Authority. The proposed expedited rules are about listing prohibited invasive species in Minnesota. Prohibited invasive species are illegal to possess, import, purchase, sell, propagate, transport, or introduce without a permit from the DNR. The following species have been assessed and identified for listing using criteria in Minnesota Statutes, chapter 84D.

Aquatic plants

- common reed – nonnative subspecies (*Phragmites australis* ssp. *australis*, not including *Phragmites australis* ssp. *americanus*)
- yellow floating heart (*Nymphoides peltata*)

Fish

- Eastern mosquitofish (*Gambusia holbrooki*)
- Nile perch (*Lates niloticus*)
- snakehead fish (*Channidae* family)
- tench (*Tinca tinca*)
- tubenose gobies (any fish belonging to the genus *Proterorhinus*)
- walking catfish (*Clariidae* family)

Invertebrates

- golden clam (*Corbicula fluminea*)
- golden mussel (*Limnoperna fortunei*)
- jumping worms (*Amyntas* and *Metaphire* spp.)

- marbled crayfish (marmorkrebs) (*Procambarus virginalis* or *Procambarus fallax forma virginalis*)
- mitten crabs (*Eriocheir* spp.)

The statutory authority to adopt the rules is Minnesota Statutes, section 84D.12. The statutory authority to adopt the rules under the expedited rulemaking process is Minnesota Statutes, sections 84.027, subd. 13a (a) (2). A copy of the proposed rules is published in the State Register and attached to this notice as mailed. The proposed expedited rules may be viewed on the [DNR rulemaking webpage](http://www.dnr.state.mn.us/input/rules/rulemaking.html) at www.dnr.state.mn.us/input/rules/rulemaking.html.

Comments. You have until 4:30 p.m. on Friday, December 9, 2022, to submit written comment in support of or in opposition to the proposed expedited rules and any part or subpart of the rules. Your comment must be in writing and received by the agency contact person by the due date. The agency encourages comment. Your comment should identify the portion of the proposed expedited rules addressed and the reason for the comment. In addition, you are encouraged to propose any change desired. You must also make any comments that you have on the legality of the proposed rules during this comment period. If the proposed expedited rules affect you in any way, the agency encourages you to participate in the rulemaking process.

Public Data. All information you submit in a public comment during formal rulemaking proceedings is public data, including your name and contact information.

Modifications. The agency may modify the proposed expedited rules using either of two avenues: The agency may modify the rules directly so long as the modifications do not make them substantially different as defined in *Minnesota Statutes*, section 14.05, subdivision 2, paragraphs (b) and (c). Or the agency may adopt substantially different rules if it follows the procedure under *Minnesota Rules*, part 1400.2110. If the final rules are identical to the rules originally published in the State Register, the agency will publish a notice of adoption in the State Register. If the final rules are different from the rules originally published in the State Register, the agency must publish a copy of the changes in the State Register.

Alternative Format. Upon request, this information can be made available in an alternative format, such as large print, braille, or audio. To make such a request, please contact the agency contact person at the address or telephone number listed above.

Lobbyist Registration. *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. You may direct questions regarding this requirement to the Campaign Finance and Public Disclosure Board at: Suite #190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, telephone 651-539-1180 or 1-800-657-3889.

Adoption and Review of Expedited Rules. The agency may adopt the rules at the end of the comment period. The agency will then submit rules and supporting documents to the Office of Administrative Hearings for review for legality. You may ask to be notified of the date that the agency submits the rules. If you want to be so notified or want to receive a copy of the adopted rules or want to register with the agency to receive notice of future rule proceedings, submit your request to the agency contact person listed above.

September 14, 2022

Date



Sarah Strommen, Commissioner