

**LAKE MINNETONKA CONSERVATION DISTRICT  
BOARD OF DIRECTORS**

6:00 P.M., October 28, 2020  
Virtual Meeting

Due to COVID-19 Guidelines, pursuant to a statement issued by the presiding officer (Board Chair) under Minnesota Statutes, section 13D.021, the meeting was conducted remotely through electronic means using Zoom. The LMCD's usual meeting room was not open or available to the public or the Directors.

**WORK SESSION**

6:00 p.m.

**Members Present:** Gregg Thomas, Tonka Bay; Rich Anderson, Orono; Ann Hoelscher, Victoria; Bill Cook, Greenwood; Dan Baasen, Wayzata; Michael Kirkwood, Minnetrista; Dennis Klohs, Minnetonka Beach; Mark Kroll, Excelsior; Denny Newell, Woodland; Nicole Stone, Minnetonka; Jake Walesch, Deephaven; and, Deborah Zorn, Shorewood. Also present: Troy Gilchrist, LMCD Legal Counsel; Vickie Schleuning, Executive Director; and Matt Cook, Environmental Administrative Technician.

**Members Absent:** Ben Brandt, Mound; and Gary Hughes, Spring Park.

**Persons in Audience:** Nick Williams.

**1. Budget Document and Financial Summary Overview**

Cook provided background information on the budget process. He provided details on the different budget categories.

Schleuning noted that the communications carryover from the previous year is not yet reflected in this budget.

Cook continued to review the different budget categories along with the tracking of income and expenditures and with possible amendments that may come in the future. He noted that he provides quarterly updates throughout the year. He stated that in the next budget they will not have any harvesting equipment/operation costs in the budget. He stated that instead there will be a line item for an AIS program that will hopefully be defined prior to budget approval. He provided details on the reserve levels and noted that he would like to target a level of 40 percent which would mean that the reserve is currently overfunded. He provided details on the equipment replacement account including its current balance. He commented that because the LMCD is not going to purchase additional harvesting equipment, the balance may not be needed at that level. He reviewed the Save the Lake reserve balance and stated that he believes that to be an adequate balance. He encouraged the group to look at special projects that could be funded through that reserve fund. He cautioned against lowering the balances too quickly. He stated that he would prefer to use the reserve funds for special projects rather than operating expenses. He requested that the Board provide comments/suggestions via email to Schleuning regarding the reserve fund balances and use of those funds.

Kirkwood asked when the Board reviews and provides input on the different line items in the budget.

Cook provided additional background information on the budget timeline.

Kirkwood asked when input would be gathered on how to use the AIS funds.

Cook stated that discussion has been ongoing for some time. He stated that those funds would remain in the budget and if unspent, would go into the reserve account.

Newell stated that the proposed budget includes a line item for AIS harvesting equipment and repair and asked if that is a placeholder for future discussion.

Cook stated that those were the actual values from harvesting but recognized that the LMCD has stopped harvesting. He stated that those funds were then used to commission the vegetation management study of the lake. He stated that the 2020 budget is the first budget in which that item was a placeholder. He stated that the 2021 budget also has that item as a placeholder, but the 2022 budget will not have that placeholder.

Newell commented that it has been two years since the LMCD has harvested and he did not anticipate that the LMCD will harvest again in the same nature it once did. He stated that the organization is retaining money in reserves and budgeting maintenance costs for equipment that it is not using. He commented that perhaps it would be better to sell the equipment and hire outside services for harvesting, if the choice to harvest is made in the future.

Chair Thomas commented that he did not believe that this workshop is the place for that discussion.

Cook commented that if there is interest in moving that equipment, it would make sense to coordinate the discussion in line with the TAG meeting. He believed that discussion should take place within the Board prior to the end of December.

Anderson referenced the 2019-2020 Strategic Plan and noted that per his interpretation all the reserve fund balances should be combined to reach that goal of 50 percent, which would mean the balances are much higher than the goal.

Schleuning stated that the intent was to have that target for the general fund reserve balance only. She noted that the Strategic Plan Subcommittee will review that language.

Chair Thomas thanked Cook for his presentation and the questions that he has posed to the Board to think about. He commented that he likes keeping the levy amount steady as it makes it easier for the cities to plan.

There being no further business, the work session was adjourned at 6:45 p.m.

## FORMAL MEETING

7:10 p.m.

### 1. CALL TO ORDER

Chair Thomas called the meeting to order at 7:00 p.m.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL

**Members present:** Gregg Thomas, Tonka Bay; Rich Anderson, Orono; Ann Hoelscher, Victoria; Bill Cook, Greenwood; Dan Baasen, Wayzata; Michael Kirkwood, Minnetrista; Dennis Klohs, Minnetonka Beach; Mark Kroll, Excelsior; Denny Newell, Woodland; Nicole Stone, Minnetonka; Jake Walesch, Deephaven; and, Deborah Zorn, Shorewood. Also present: Troy Gilchrist, LMCD Legal Counsel; Vickie Schleuning, Executive Director; and, Matt Cook, Environmental Administrative Technician.

**Members absent:** Ben Brandt, Mound; and Gary Hughes, Spring Park.

**Persons in Audience:** None.

### 4. APPROVAL OF AGENDA

**MOTION:** Baasen moved, Cook seconded to approve the agenda as submitted.

**VOTE:** A roll call vote was performed:

Anderson	aye
Baasen	aye
Cook	aye
Hoelscher	aye
Kirkwood	aye
Klohs	aye
Kroll	aye
Newell	aye
Stone	aye
Thomas	aye
Walesch	aye
Zorn	aye

Motion carried unanimously.

### 5. CHAIR ANNOUNCEMENTS

Chair Thomas welcomed Cook back.

**6. APPROVAL OF MINUTES-** 10/14/2020 LMCD Regular Board Meeting

**MOTION:** Kirkwood moved, Stone seconded to approve the 10/14/2020 LMCD Regular Board Meeting minutes as submitted.

**VOTE:** A roll call vote was performed:

Anderson	aye
Baasen	abstain
Cook	abstain
Hoelscher	aye
Kirkwood	aye
Klohs	aye
Kroll	aye
Newell	aye
Stone	aye
Thomas	aye
Walesch	aye
Zorn	abstain

Motion carried unanimously.

**7. APPROVAL OF CONSENT AGENDA**

**MOTION:** Baasen moved, Stone seconded to approve the consent agenda as presented. Items so approved included: **7A)** Audit of Vouchers (10/16/20 – 10/31/20); **7B)** Ratification of September 23, 2020 LMCD Board Meeting Minutes.

**VOTE:** A roll call vote was performed:

Anderson	aye
Baasen	aye
Cook	aye
Hoelscher	aye
Kirkwood	aye
Klohs	aye
Kroll	aye
Newell	aye
Stone	aye
Thomas	aye

Walesch      aye  
Zorn            aye

Motion carried unanimously.

**8. PUBLIC COMMENTS-** Persons in attendance, subjects not on the agenda (limited to 5 minutes)

There were no public comments.

**9. PUBLIC HEARING**

There were no public hearings.

**10. OTHER BUSINESS**

There was no other business.

**11. OLD BUSINESS**

There was no old business.

**12. NEW BUSINESS**

**A) Appointment of Nominating Committee**

Chair Thomas explained the process the Board uses to make recommendations for Officers using the Nominating Committee.

Walesch and Zorn volunteered to continue on the Committee.

Chair Thomas asked if there were any other members that would like to participate.

Kroll commented that he would be happy to help as well.

Stone commented that she would also like to participate.

**MOTION:** Thomas moved, Anderson seconded to appoint Kroll, Stone, Walesch, and Zorn to the Nominating Committee for selection of candidates for Officers for 2021.

**VOTE:** A roll call vote was performed:

Anderson      aye  
Baasen         aye

Cook	aye
Hoelscher	aye
Kirkwood	aye
Klohs	aye
Kroll	aye
Newell	aye
Stone	aye
Thomas	aye
Walesch	aye
Zorn	aye

Motion carried unanimously.

**B) LMCD 2021 Employee Benefits Package**

Schleuning reported that each year the LMCD is required to resubmit the insurance and benefit information. She provided an update on the health and dental premiums and presented three options for the Board to consider along with the staff recommendation of the employer paying up to \$850 per single coverage and up to \$1,300 family coverage for health insurance and continuing the other portions of the current benefit package.

Anderson asked if there is a worker's compensation policy.

Schleuning confirmed that the LMCD possesses workman's compensation.

Anderson asked if there is coverage for clerical and field work.

Schleuning confirmed that there are different levels depending on the different employee activities such as for office or field work and they are periodically reviewed with the insurance provider.

**MOTION:** Anderson moved, Cook seconded to approve the employee benefit package as recommended with the employer paying up to \$850 per single coverage and up to \$1,300 family coverage for health insurance; and continuing the other portions of the current benefit package.

**VOTE:** A roll call vote was performed:

Anderson	aye
Baasen	aye
Cook	aye
Hoelscher	aye
Kirkwood	aye
Klohs	aye
Kroll	aye

Newell	aye
Stone	aye
Thomas	aye
Walesch	aye
Zorn	aye

Motion carried unanimously.

### 13. TREASURER REPORT

No report.

### 14. EXECUTIVE DIRECTOR UPDATE

Schleuning provided the following information:

- Reminder to remove boats from the lake before the lake starts to ice over.
- Progress continues on the process to update the website.
- Work is progressing for the transition from summer to winter activities.

### 15. STANDING LMCD COMMITTEE/WORKGROUP

Aquatic Invasive Species Taskforce: No report.

Budget Workgroup: No report.

Communications and Legislative Relations: No report.

Save the Lake Committee: No report.

Strategic Plan Subcommittee: No report.

### 16. ADJOURNMENT


**MOTION:** Walesch moved, Kirkwood seconded to adjourn the meeting at 7:30 p.m.

**VOTE:** A roll call vote was performed:

Anderson	aye
Baasen	abstain/lost connection
Cook	aye
Hoelscher	aye
Kirkwood	aye
Klohs	aye

Kroll	abstain/lost connection
Newell	aye
Stone	aye
Thomas	aye
Walesch	aye
Zorn	aye

Motion carried unanimously.

  
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Gregg Thomas, Chair

  
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Dan Baasen, Secretary