

**APPROVED FOR REVIEW BY THE COMMISSIONERS**

**MINUTES OF THE MEETING OF THE COMMISSIONERS  
PIPE LAKES PROTECTION AND REHABILITATION DISTRICT  
December 15, 2012**

**ATTENDING:**

Curt Deering, Tom O'Hern, Greg Warner (by telephone), Joe Zaspel (Johnstown Board Representative), and Herschel Brown (Polk County Representative).

**ABSENT:**

Stephanie Boysen

**GUESTS:**

Larry Brazena

**MEETING:**

Chair, Curt Deering called the Meeting to order, at 8:15 AM.

**Public Comment:**

Mr. Brazina requested clarification on the application of the Open Meeting requirements for the District meetings. It was decided to post the established meeting dates for these meetings and a standing agenda in the kiosk, on the Pipe Lakes web site (currently listed) and to use mass e-mailings as appropriate.

The established District meeting dates as posted on the web site are:

Commissioner Meeting	Apr. 27, 2013	8:00 AM	2172 West Pipe Lake Lane
District Meeting	May 25, 2012	9:00 AM	Christ Lutheran Church
Commissioner Meeting	July 20, 2013	9:00 AM	242 220 <sup>th</sup> Ave.
Commissioner Meeting	Aug. 10, 2013	8:00 AM	2172 West Pipe Lake Lane
Annual District Meeting	Aug. 31, 2013	9:00 AM	Christ Lutheran Church

A standard agenda template is provided in Attachment 1.

**Minutes Approved:**

The minutes from the November 15, 2012 were approved as submitted.

**Treasurer Report:**

Mr. O'Hern noted that the current balance with all known liabilities paid is \$6500. He reviewed the 2013 budget noting a less than anticipated projected surplus resulting from less 2012 carryover. The Commissioners agreed that expenditures will need to be monitored and managed closely. The treasurer's report was approved as submitted.

**Old Business:**

The desirability of a comprehensive communications plan was noted and discussion delayed as Ms. Boysen was not available. The Commissioners continue to view this as a high priority for 2013.

The Rapid Response Plan was reviewed and approved. This plan was reviewed at the November 2012 meeting and suggested improvements were incorporated. It was noted the importance of communicating this plan and individual responsibilities to all property owners. Mr. Warner will draft an article for Loon Call and the web site. It will also be explained at the District meeting in May. This will provide an opportunity to educate or re-educated property owners on invasive species and provide guidance for them should a potential invasive species be identified.

**New Business:**

Mr. Deering shared the need to review and evaluate the status of the 5 and 10 year plans. It was also noted that a comprehensive "project management" document be prepared to provide a map of current activities such as water sampling and other activities occurring to ensure the continued water quality Pipe Lakes provide. Mr. Warner will draft a document for the next District meeting.

**Polk County Update:**

Mr. Brown reported that redistricting occurring in 2014 reduces the number of districts for 23 to 15. This results in a parallel reduction in supervisors.

**Township Update:**

Mr. Zaspel reported the results of the survey seeking public's reaction to improving the Township shed on Highway G. There were 65 responses; 40 no votes were received with 25% asking for more information on cost; and, 15 responded that the upgrades were desirable.

**Adjournment:**

The meeting adjourned at 9:45 AM.

Respectfully

Greg Warner, Secretary

<b>Pipe Lakes Protection and rehabilitation</b>			
<b>District</b>			
<b>Agenda Template</b>			
<b>Month Day, Year</b>			
<b>Item</b>	<b>Time</b>		<b>Action</b>
Call To Order	1 Minute	Curt Deering	
Draft Minutes Attachment 1	2 Minutes	Greg Warner	Approve
Treasurer Report	5 Minutes	Tom O'Hern	Approve
Polk County Update	5 Minutes	Herschel Brown	Information
Township Update	5 Minutes	Joe Zaspel	Information
Old Business	Minutes		
New Business	Minutes		
Public Comment			

Agenda items usually include but are not limited to water quality, grants status and short and long term planning.