

# CIRCLE LAKE IMPROVEMENT DISTRICT

## Meeting Minutes

Thursday, September 11, 2025, at 6:30 pm

Forest Town Hall

**DRAFT**

**Board members present:** Dean Sunderlin, Denise Klokow, Stefanie Johnson, Jeff Jirik, Ryan Nugent, Cheryl Bahnsen, and Carl Bahnsen

|                      | Sept<br>2025 | Oct<br>2025 | Nov<br>2025 | Dec<br>2025 | Jan<br>2026 | Feb<br>2026 | Mar<br>2026 | Apr<br>2026 | May<br>2026 | Jun<br>2026 | Jul<br>2026 | Annu<br>al<br>2026 |
|----------------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------------|
| Bahnsen,<br>Cheryl   | x            |             |             |             |             |             |             |             |             |             |             |                    |
| Bahnsen, Carl        | x            |             |             |             |             |             |             |             |             |             |             |                    |
| Houston,<br>William  |              |             |             |             |             |             |             |             |             |             |             |                    |
| Jirik, Jeff          | x            |             |             |             |             |             |             |             |             |             |             |                    |
| Klokow,<br>Denise    | x            |             |             |             |             |             |             |             |             |             |             |                    |
| Sunderlin,<br>Dean   | x            |             |             |             |             |             |             |             |             |             |             |                    |
| Johnson,<br>Stefanie | x            |             |             |             |             |             |             |             |             |             |             |                    |
| Nugent, Ryan         | x            |             |             |             |             |             |             |             |             |             |             |                    |

## Call to Order

Dean called the meeting to order at 6:37 pm.

## Attendance

Dean conducted roll call. Dean, Carl, Cheryl, Denise, Ryan, Stefanie and Jeff were present.

## Approval of Agenda

Agenda was provided ahead of the meeting. Cheryl motioned to approve the agenda. Carl 2<sup>nd</sup>. Approved unanimously. Motion carries.

## Election of Officers

Jeff nominated Dean to serve as Chair. Cheryl 2<sup>nd</sup>. Dean accepted the nomination. Approved unanimously. Motion carries.

Cheryl nominated Bill to serve as Vice Chair. Carl 2<sup>nd</sup>. Dean has spoken to Bill who said he would accept the nomination. Approved unanimously. Motion carries.

Cheryl nominated Denise to serve as Secretary. Jeff 2<sup>nd</sup>. Denise accepted the nomination. Approved unanimously. Motion carries.

Denise nominated Cheryl to serve as Treasurer. Jeff 2<sup>nd</sup>. Cheryl accepted the nomination. Approved unanimously. Motion carries.

### Email Approval of Meeting Minutes

The July meeting minutes were provided to the board for approval via email. The July meeting minutes were approved via email on July 14.

The August meeting minutes were provided to the board for approval via email. The August meeting minutes were approved via email on August 22 via email.

### Treasurer Report

Cheryl walked through the July and August treasurer's reports.

### Approval to pay Bills

Dean motioned to pay \$79.25 to APG Southern Minnesota for the aeration public notice in the Faribault Daily News. Jeff 2<sup>nd</sup>. Approved unanimously via email on 7/30/25. Motion carries.

A payment of \$200.12 was made to SWCE for electric service and was approved by email vote.

Dean motioned to approve the use of the debit card for printing materials for the annual meeting, totaling \$91.01. Denise 2<sup>nd</sup>. Approved unanimously. Motion carries.

Dean motioned to approve payment of the ongoing monthly SWCE bills. Denise 2<sup>nd</sup>. Approved unanimously. Motion carries.

### Projects

#### Administration

Dean will take care of the annual reports that are due by November 1<sup>st</sup>.

Dean will work with the county to solidify the updated parcel list.

Sept 16 Dean will give an update to the commissioners.

Dean will reach out to Rice County to understand if our Order to Establish needs an update based on our recent update to our Bylaws.

#### Lake Management Projects: Aeration

Jeff composed and shared a report with DO data to show the benefits of the aeration as well as a proposed plan for winter/summer aeration.

Denise motioned to allow Jeff to spend up to \$22,000 for aerators, diffusers, and the appropriate equipment needed for 3 hybrids. Dean 2<sup>nd</sup>. Approved unanimously. Motion carries.

#### Weeds

We have very few weeds in the lake.

#### Publications/Communications

Bill has started working on the newsletter

### Unfinished Business

Cheryl and Denise will work on document retention and organization of files.

### New Business

Denise will create a template for the CLID project calendar showing typical and unique activities of the LID month by month for the year.

We need to turn off the aerator by the end of the month and we will pull the aerator by then as well.

### Announcements

No Announcements

### Adjournment

Jeff motioned to adjourn. Carl 2<sup>nd</sup>. Approved unanimously. Motion carries.

Meeting adjourned at 8:28 PM