

**Lake Ripley Management District  
Meeting Minutes  
January 15, 2011**

**I. Call to Order and Roll Call**

The Lake Ripley Management District Board of Directors met at the Oakland Town Hall on January 15, 2011. Chairman Molinaro called the meeting to order at 9:00 a.m. Board members present: Gene Kapsner, Mike Sabella, John Molinaro, Georgia Gomez-Ibanez, Walt Christensen and Jane Jacobsen-Brown. Dennis McCarthy was absent. Also present: Paul Dearlove (Lake Manager), Kent Brown, Ted Teske, Bill Ratzburg, and Cambridge Cable TV 98.

**II. Public Comment**

There were no public comments concerning issues not already on the agenda.

**III. Approve Minutes of Last Meeting**

Draft minutes from the 11-20-10 meeting were previously distributed for Board review. *Sabella moved to approve the minutes without additions or corrections. Motion seconded by Christensen. Motion carried 6-0.*

**IV. Treasurer's Report**

Sabella distributed and reviewed financial statements for the fourth-quarter and year-end-adjusted periods ending December 31, 2010.

Fourth-quarter: The District's cash position remained strong with current assets of \$122,832.14 in the bank checking account and \$200.00 in petty cash. Sabella noted that current liabilities of \$1,323.52 in accrued federal and state payroll taxes were paid in early January. Total equity of \$121,708.62 consisted of \$49,765.00 in restricted funds, a fund balance of \$62,793.99, and \$9,149.63 in revenue over expenses. The Statement of Revenues and Expenses showed the pass through of \$51,750.00 in DNR grant funds to the Hoard-Curtis Scout Camp for completed restoration work. Sabella explained that an old outstanding check for \$65.77 was written off under account #562. He believed it was paid through subsequent invoicing since the District does not carry a balance with the vendor. Also noted was a \$1,815.00 expense under Capital Reserve/Land Acquisition for surveying and boundary-marking work at the Preserve. The Actual-to-Budget/Budget-Remaining report was reviewed for 2010, which showed revenue over expenses of \$9,149.63. A General Ledger and Transaction Listing were also provided.

Year-end-adjusted: On the Balance Sheet, the only change from the fourth-quarter report was in the restricted funds category. The restricted funds balance of \$55,722.00 consisted of \$53,607.00 in general restricted, \$1,910.00 in Friends of the Preserve, and \$205.00 in F.K. Elson Memorial. The Statement of Revenues and Expenses showed \$117,351.48 in total revenue for the year after the reclassification of \$58,097.50 in restricted funds. Direct costs included \$16,492.71 for landowner cost sharing, and \$51,750.00 to complete the first phase of the Hoard-Curtis Scout Camp restoration (reimbursed by a DNR grant). Total operating expenses for the year were \$90,094.58. After accounting for other income and expenses, there was \$3,192.63 in revenue over expenses. The year-end report also included a General Ledger and Transaction Listing. Sabella said that all W-2s and 1099-Rs had been distributed for tax-reporting purposes.

*Sabella was thanked for the exemplary work he does on behalf of the District. Christensen moved to accept the treasurer's report and enter it into the record. Motion seconded by Gomez-Ibanez. Motion carried 6-0.*

**V. Lake Manager's Report**

Dearlove distributed handout packets and summarized his activities since the last meeting. Much of his recent work involved coordinating the latter phases of the Hoard-Curtis Scout Camp restoration project. Activities included continued invasive brush clearing, the marking and mapping of trees for selective thinning, obtaining Town Board approval for the targeted tree removals and prescribed burn, and submitting a conditional-use permit and detailed restoration plan to the Jefferson County Zoning Department. Tree cutting will occur once a permit is issued, which is expected by late February. The prescribed burn, seeding and aquatic plantings are planned for this spring.

For landowner cost sharing, the project-review committee was reconvened to evaluate the Hoiby's landscape plan. Discussion of the related analysis and recommendations was postponed until a later agenda item. Other ongoing

cost-share efforts consisted of the Mar-Pohl and Linelof shoreline projects. Both are still currently in the contract-development and design phase. For the Board's future consideration, Dearlove proposed the idea of working in partnership with the Town of Oakland to improve shore-fishing opportunities at the Town pier off Ripley Road. The pier is currently the only publicly-accessible location on the lake where people can go to fish from shore. Suggestions included planting native aquatic vegetation along the shoreline to attract more fish to the area.

Lake District Preserve activities were discussed. The 26-acre prairie seeding was still planned to be completed sometime this winter depending on DNR availability. A prescribed burn targeting mature prairie areas was scheduled for late April. The approximately 30 acres of newly planted prairie will be mowed (rather than burned) for weed-control purposes beginning in June. Plans are now underway to improve the existing trail system and begin restoring the woodland areas. Proposed projects include rerouting and extending the nature trail, ordering and installing boundary signs, relocating and/or acquiring 1-2 additional information kiosks, creating an interpretive trail map for visitors, and removing invasive plants and trees that threaten the health of the oak woodland. Additional discussion of project details, costs and timing was postponed until a later agenda item.

The status of weed-harvesting equipment orders was reviewed, as well as plans to complete an aquatic plant inventory this summer. Orders were being placed for a new engine and belting for the shore conveyor, and for a new machine-hours meter on the harvester. Bill Ratzburg, who was in attendance, requested another gravel dump at the scout camp to maintain the area where equipment is parked. In regards to the plant inventory, partnership meetings are underway with Jefferson County LWCD to prepare for this summer's field work.

In other news, March was the target date for the next Ripples newsletter. Board members were invited to submit article ideas and to consider writing on a topic of interest. Dearlove said he was also continuing to work on developing a geese-management plan for the lake, as well as a program to order and distribute native plants to further promote the installation of rain gardens and shoreland buffers around the lake. Logistical issues related to a plant-ordering program were discussed. Molinaro suggested that money could probably come out of the Information & Education budget to cover the upfront cost of a limited plant order. He also suggested that his county intern could help us set up a Facebook page for event-publicity purposes. Dearlove concluded with a brief report on recent efforts to price out a microphone and speaker system for the town hall. Kapsner said it would be a topic of consideration on the Town's February meeting agenda.

## **VI. Old Business**

- **Approval of landscape plan and cost-share amount for the Hoiby rain gardens and shoreland buffer proposed for N4376 Friedel Ave.**

Molinaro reviewed that a detailed landscape plan and three contractor bids had already been presented to the Board. He and Dearlove then summarized the follow-up analyses and recommendations of the cost-share committee. The analysis included calculating estimated amounts of stormwater that would be captured and treated by the proposed rain garden features. In addition, consideration was given to comments received from the landowner, the plan preparer, and the county resource conservationist. A video taken by the landowner during an August storm event was also reviewed. Committee minutes were distributed to the Board, as was a summary of stormwater runoff calculations relative to the design capacity of the rain gardens. The conclusion of the committee was that the landscape plan was appropriately designed and did not contain any superfluous features. Board discussion ensued as to funding availability in relation to current project commitments. It was generally agreed that sufficient funds were available to cost share this project in 2011 if approved. *Kapsner moved to approve the commitment of cost-share funds equal to 50% of the lowest bid reviewed, or a cost-share amount not to exceed \$12,500. Motion seconded by Sabella. Motion carried 6-0.*

- **Discussion and possible action on trail improvements, woodland-restoration options, and planning needs for the Lake District Preserve**

Molinaro and Dearlove reviewed a list of project needs related to the Preserve, as well as their expected timing and cost. It was noted that the re-routing of the trail, a prescribed burn, and maintenance mowing of the new prairie areas were all factored into the development of the 2011 budget. In addition, Molinaro noted there was nearly \$8,000 in land-rental income that could be used for Preserve-related projects. Recently completed activities included the ordering of boundary signs, and the mapping of possible trail routes. Dearlove pointed out the existing and proposed path locations on a map. He said the original \$2,700 quote for the trail installation could be eliminated

if those path locations were simply mowed once the new prairie was established. Christensen identified examples of area parks where that strategy proved successful.

Management recommendations and cost estimates from Good Oak Ecological Services were reviewed regarding proposed restoration work in the 24-acre woodlot. Recommendations included tree thinning, removal of invasive species (i.e. buckthorn, garlic mustard and dames rocket), containment of expanding willow stands, and development of a long-range plan specific to Preserve restoration work. Board discussion ensued regarding an overall implementation strategy for the current year. Gomez-Ibanez advocated that some of the work start sooner rather than later, and particularly buckthorn control due to the threat it poses to oak regeneration. ***Christensen moved to authorize Dearlove to expend up to \$2,700 this winter to start implementing Good Oak's recommendations to control woodland invasive species. Motion seconded by Gomez-Ibanez. Motion carried 6-0.*** Board members expressed interest in continuing to move ahead on these efforts, and to possibly commission the preparation of a long-range plan to better coordinate future restoration activities.

**VII. New Business**

• **Update access authorizations for safe deposit box**

The Board discussed the need to update access authorizations to the District's safe deposit box at Cambridge State Bank. Those who are currently listed as being authorized to enter the box include Molinaro, Bob Swick (former treasurer), and Mike Spellman (former chair). Molinaro said he would look for his key so he could access the safe deposit box and document its contents. To change the authorizations, the bank required a copy of the District's meeting minutes documenting the approved motion. ***Kapsner moved to grant continued access privileges to Molinaro and Sabella. Motion seconded by Jacobsen-Brown. Motion carried 6-0.*** Kapsner also offered the use of the fire-proof vault in the town hall as an alternative storage location, if needed.

**VIII. Correspondence**

- 11/28/10 e-mail exchange with Todd Touton regarding status of native crayfish in Lake Ripley
- 12/16/10 letter to Town Board requesting approval to conduct limited tree cutting and prescribed burning at the Hoard-Curtis Scout Camp as part of restoring area shorelands
- Conditional-use permit application and cutting/restoration plan sent to Jefferson County Zoning Department
- Notice of Jan. 20<sup>th</sup> public hearing received from Jefferson County Planning and Zoning Committee pertaining to proposed text amendment to Sec. 11.10, Shoreland Provisions, regarding definition of public/private beach for maintenance purposes

**IX. Adjournment**

***Jacobsen-Brown moved for adjournment at 11:00 a.m. Motion seconded by Christensen. Motion carried 6-0.***  
Next meeting: March 19, 2011, at 9:00 a.m. at the Oakland Town Hall.

Respectfully Submitted,

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Jane Jacobsen-Brown, Secretary

Date

Recorder: PDD