

**BLUE SPRING LAKE MANAGEMENT DISTRICT
Board of Commissioners Meeting
January 11, 2020
Palmyra Town Hall
100 Taft St, Palmyra, WI 53156**



Meeting Minutes

8:15 A.M. Call to Order – Roll Call

Board Members present at the meeting were Jim Hochman, Diane Knauer, Weenonah Brattset, Greg Bauer, Dick Natrop and Roger Igielski. Staff members Mary Jo McMahon and Jim Olson were also in attendance.

8:18 A.M. Public Comments

There were no public comments.

8:19 A.M. Secretary's Report - Diane Knauer

Agenda – Approval of agenda for January 11, 2020 Board Meeting

A motion to approve the 1/11/2020 Board Meeting Agenda was made by Greg Bauer and 2nd by Roger Igielski. The motion carried without negative vote.

Minutes - Approval of minutes from November 02, 2019 Board Meeting

A motion to approve Minutes from the 11/02/2019 Board Meeting was made by Dick Natrop and 2nd by Roger Igielski. The motion carried without negative vote.

Minutes – Approval of minutes from December 07, 2019 Board Meeting

A motion to approve Minutes from the 12/07/2019 Board Meeting was made by Greg Bauer and 2nd by Dick Natrop. The motion carried without negative vote.

Board Policy document discussion

The Board discussed the Policy document and decided to make several changes. Diane will make the changes and distribute an updated version to the Board.

Update on Master Calendar of Actions

The Board discussed the Master Calendar of Actions and agreed that it was accurate. Diane asked that she be contacted if there were further changes / additions to the calendar.

Meeting Location Discussion

Diane Knauer stated that the Informational Meeting in May will be held at the Community Center as usual. With the vote to keep the school district open, we may be able to hold the Annual Meeting there in August as well. Diane will continue to check on the Community Center, and Mary Jo McMahon will schedule the meeting room at St. Mary's as a back-up location. Mary Jo will ask St. Mary's if they require proof of insurance before allowing us to use their room. Greg Bauer will find out if our liability insurance will cover meeting at someplace other than the Community Center.

9:10 A.M. Sewer Report

Greg Twelmeyer was not able to attend the meeting due to work responsibilities related to the inclement weather. LW Allen also did not attend the meeting because of the weather. Their presentation regarding the SCADA computer system, software upgrades and panel replacements has been postponed until the next meeting. Several commissioners had questions about data collected and output from the system, and these will be addressed with the LW Allen representative.

Status on VisuSewer and alternate proposals for sewer repairs

Mary Jo McMahon reported that she had not yet copied the VisuSewer information.

Update on roof over the panel located near the pumphouse

Dick Natrop reported that he has not yet talked to Dick Rohloff about this project, and that it will be scheduled for this spring or summer.

9:24 A.M. Dam Report - Jim Olson

Status of the dam and spillway

Jim Olson reported that the lake freezing and thawing was causing some of the concrete repair patches to pop. He will repair them in the spring.

Update on scanning Emergency Action Plan (EAP) and Inspection, Operations and Maintenance Plan (IOM)

Mary Jo McMahon reported that she had not yet scanned the EAP and IOM to make an electronic copy.

Update on cost of having an engineer do a study to determine if we could strengthen the dam and then safely operate at a higher lake level

Jim Olson reported that he had a discussion with Rob Davis of the DNR regarding the desire of many residents to raise the lake level back to where it has been for the last 20 years. Rob stated that the District would have to petition the DNR to change our original water order that was established in 1957. We would have to show that Lake District property owners are in favor of the change, and also pay a \$500 fee to have the DNR re-evaluate our water order. After discussing several options, the Board decided to first engage an engineering firm to study the dam and evaluate any safety concerns related to raising the lake level. Jim Olson will ask Rob Davis if the DNR will accept electronic signatures on the petition from the property owners. Greg Bauer proposed that a committee be established to create the petition to ask the DNR to change our water order, and circulate it to property owners for their signatures. The District would then provide the engineering study and the signed petition along with the \$500 fee to the DNR.

A motion to allow Jim Olson to spend up to \$2500 with Aelius Engineering to advise the Board of any safety issues involved with operating the lake at a higher level was made by Diane Knauer, 2nd by Greg Bauer. The motion carried without negative vote. The motion was then amended by Greg Bauer, 2nd by Jim Hochman, to also approve the \$500 fee required by the DNR to change the water order. The amended motion carried without negative vote.

Update on Municipal Dam Grant application to repair/maintain spillway

Jim Olson reported that Rob Davis told him that Municipal Dam Grant funds would not be available for the repair work on the walls, since they are not technically part of the spillway or the dam. The grant funds are specifically meant for dam and spillway repairs.

10:03 A.M. Town Report – Weenonah Brattset

Update on roads

Weenonah Brattset reported that the Town has requested funds to rebuild Little Prairie Road, but they are not sure yet if they will get the money. There are many more requests for money than there is money available. She stated that the Little Prairie Road work would not be done unless the funds became available. Weenonah also reported that Lowland Road will be closed at the railroad crossing by spring 2020.

Update on the Town allowing UTVs and ATVs on Town roads

Weenonah stated that the Town was not able to consider the ordinance proposed to allow UTVs and ATVs on Town roads because the ordinance did not adhere to state laws. She stated that the Village of Palmyra also voted to not consider the ordinance. However, the group asking for the ordinance may decide to re-write their request and again petition both the Town and Village.

Update of red fire number signs maintenance/replacement

Weenonah said that it appears it is mainly the south-facing fire number signs that are faded and those will be replaced.

10:11 A.M. Treasurer's Report - Greg Bauer

Bills for approval

There were no bills awaiting approval

Bids for 2020 fireworks

Mary Jo McMahon reported that a bid for the 2020 Independence Day fireworks has been received from Wolverine in the amount of \$5500. A motion to accept the Wolverine bid, subject to change if the District receives bids from additional companies, was made by Jim Hochman, 2nd by Greg Bauer. The motion carried without negative vote.

Update on Horton Insurance to increase coverage and remove old harvesters

Greg Bauer reported that the Horton insurance policy has been reviewed and amended to remove the old harvesters and add the new harvester, trailer and conveyor.

Update on Audit Engagement Letter

Greg Bauer reported that he has received the Audit Engagement Letter from Johnson Block. He will sign and return it to them to start the Audit process.

Quarterly financials update

The 4th quarter and year-end financial statements that Mary Jo had distributed prior to the meeting were discussed. All questions were answered satisfactorily.

10:27 A.M. Operations Report - Dick Natrop

Update on plaques

Dick Natrop reported that he has found a new company in Waukesha who should be able to supply the plaques he's been looking for. He intends to meet with them soon.

Update on fixing the berm caused by power loading at the boat launch

Dick Natrop stated that there will be no further work on the boat launch until the ice is out in the spring.

Any further information on Starry Stonewort

Dick Natrop mentioned that he continues to get updates regarding invasive species via email. Dick is planning to attend a meeting on this topic in Oconomowoc on January 16th.

Update on red buoy for the Narrows

Dick Natrop reported that he has the specifications for the buoy that needs to be replaced. He will order the replacement in February.

Update on muskrat trapping

Dick Natrop said that Dick Rohloff has been getting reports of muskrat sightings on the lake and has been taking care of them.

10:31 A.M. Website Report - Diane Knauer

Diane Knauer reported that the number of residents registered for the website has stayed the same from last month. There have been 61 visits to the site this month, so it is seeing some activity. Diane continues to post agendas, minutes and other articles of interest on the website. All of the commissioners agreed that the website is up to date and in great shape.

10:34 A.M. Old Business

Six-month extension of the sewer contract with the Village

Jim Hochman stated that since a new sewer contract has not been negotiated, it is time again to work with the Village to extend the current one. Jim will work with the District's attorney, Dick Yde, to draft the extension document.

Update on Boater's Safety Course for residents

Roger Igielski reviewed the options we have for Boater Safety Classes: 1) the 8-hour class taught by the Coastguard Auxiliary in northern Illinois, and 2) the 3-hour online class offered by the DNR. The online class cannot be done in a group setting. After discussion, the Board decided to encourage District residents to get online and take the DNR course individually. Roger said we would promote the class via the website, an email to residents and a note included with the 1st quarter sewer bill. He will talk to Steve Marcus about allowing us to offer a \$10 gift certificate for Ski Club gear to anyone who brings their course completion certificate to the Informational Meeting in May.

Examine existing job descriptions and Board expectations

The Job Description topic was tabled and will be re-scheduled for a future meeting.

10:57 A.M. New Business

Update on how Pretty Lake uses its lake community area

Roger Igielski presented ideas for social gatherings and discussed those organized by the Pretty Lake community. He had pictures of the Pretty Lake pavilion and grounds and encouraged everyone to check out their website for a list of all their activities: www.prettylakewi.com. Roger suggested that we include an agenda item for the Information Meeting to encourage residents to step forward to form a Social Committee to plan activities for Blue Spring Lake.

Generic verbiage that can be used on our agendas to cover votes that were not previously scheduled without breaking open meeting laws

Diane Knauer asked if there was a way to cover voting at Board Meetings on items that were not specifically addressed in the agenda ahead of time. She wondered if there was generic verbiage that could be added to each agenda to handle this. Jim Hochman offered to address this with Dick Yde and

report back to the Board. Jim also mentioned that Dick Yde's counsel regarding closed meeting discussions is that the Board must return to open session to take any votes. Diane added that any Minutes from the closed session would then need to be published.

11:10 A.M. Recommendations for agenda items for next meeting
Steve Marcus has proposed 2020 show dates for the Ski Club, which need to be reviewed and approved.

11:11 A.M. Future Board Meeting Dates
All Board Meetings dates are suggestions and are subject to change:

April 18, 2020	– Board Meeting
May 23, 2020	– Informational Meeting
June 13, 2020	– Board Meeting
August 08, 2020	– Board Meeting
August 29, 2020	– Annual Meeting
August 29, 2020	– Board Meeting immediately following Annual Meeting
November 14, 2020	– Board Meeting

11:13 A.M. Adjourn
A motion to adjourn the Board Meeting was made by Jim Hochman and 2nd by Roger Igielski. The motion carried without negative vote and the meeting was adjourned.