



**Lake Ripley Management District
Meeting of the Board of Directors
May 18, 2019
9:00 A.M. at Oakland Town Hall**

I. Call to Order and Roll Call

Jimmy DeGidio called the meeting to order at 9:00 A.M. Board members present: Michael Sabella, Georgia Gómez-Ibáñez, Craig Kempel, Walt Christensen. Mike Doman and Keith Kolb. Also present: Beth Gehred, Lake Manager, Andrew Sabai, Project Manager. In audience Roger Rude, Deb and Rick Kutz, Tom Harvey

II. Public Comment

Tom Harvey, of the Shore Place Homeowners Association, gave a summary of the cost share project that was done on Shore Place Private Access shoreline, abutting the beach's sandy section. With the exception of a dispute over the number of shoreland native plants that were used in the project, the Association is satisfied that the work is well done. He was reporting that the HOA is nearly ready to seek the remainder of the cost share payment from the Lake District.

III. Approve Minutes of April 20, 2019 meeting

Christensen moved to approve the minutes of the Meeting of the Board on April 20, 2019, Second by Kempel. Motion carried.

IV. Treasurer's Report

Sabella distributed to the Board copies of his treasurer's report for month of April, 2019. Receipts were \$3632. Dispersals were \$12,436. Sabella also walked through first quarter 2019 summary that gives an idea of how much money is left in any budget line item. Balance sheet shows \$161,000 cash. Total expenses were \$22,287. Total fund balance of \$161,085 includes current year revenue over expenses of \$59,983. District is current with pension payment and payroll taxes. Of note:

- Office rent payments will now be mailed directly to the Town of Oakland, monthly and separately from Harvester storage rent..
- Treasurer requested that an agenda item for next month be public signage to thank donors who helped with recent land acquisitions

Gómez-Ibáñez moved to accept the treasurer's report and enter it into record. Motion seconded by Christensen. Motion carried.

V. Lake Manager's Report and Correspondence

Gehred introduced herself to Board members that had not yet met her. Highlighted activities of her first month. Intern Nathan Tennies hired for 200 hours for summer of 2019. Bill Zibell hired as a CDL-holding fourth member on the harvester crew. Mechanical maintenance done on pick up. Had been on the lake to do a monitoring with Craig and once to canoe it and pick up litter and

get familiar with the shoreline. Bids were sent out for wooden sign (preserve/watershed) maintenance. Oversight of Shore Place cost share results showed contractor compliance with depth of soil, slope, and length of installation. The difference between plants promised and delivered was also noted. Lake Manager's main intent has been to move our spring-summer land/wetland/lake management projects forward, while also meeting deadlines for grants and planning documents.

Correspondence – Aquarius Systems sent a letter honoring the retirement of Jim Rooney from Wisconsin Waterways Commission. IRS sent confirmation of official minor name change for the District.

a. Project Manager's Report

Water Quality Monitoring of the Creek Update – Sabai is putting together an official document with protocols of what he is working towards.

Monitoring the tern raft. Intends to make it look better for next season. No sign of terns but also no unwanted birds. Looked over the property and its relation to the wetland restoration plan. Feels updating the wetland and lake plans will take him through December.

VI. Old Business

a. Discussion and possible action on a Ripples brochure to be distributed in the Village

Gehred gave a rationale for using a modified Ripples – with most content the same – for the brochure. It would efficiently convey the importance of the Preserve and Lake and the District's work, but would allow for customization. Would be able to meet the budget of \$500. Would be good to have ready for the parade and chair would like to see it in PDF form before it is printed.

Kolb moved to accept the idea of a modified Ripples as the pilot outreach piece. Doman seconded. Motion carried.

b. Status of Memorial Day Parade.

Chair reported that buzz is building around having harvester in the parade. Robert Henkel has been hired to drive in the parade. Parade stages at the middle school and height clearances should be ok. Some question of the tightness of the turn at the end of the parade route. Kempel offered to be the driver of the pick up behind the rig for safety on Hwy 18. Educational cards will be handed out with the fish-shaped candy. Robert may want to do a test run.

c. Status of weed harvesting program for 2019 Sabai said that permit updates should be submitted to the DNR next week and that he'd work with Gehred to make sure that would get done.

d. Recommendations from legal counsel on lake manager position description and employee full-time benefits documents. **Kolb moved to accept the advice of our attorney to remove the word "permanent" from the "Purpose and Scope" section of the Lake Manager job description. Seconded by Christensen.**

Kolb moved that we amend the agenda so that section VII immediately precedes VI item e. Seconded by Christensen. Motion carried.

VII. New Business

- a. Nominations entertained for two Board positions open in August. In order to have a name printed on the ballot one would need to send a nomination in writing to the Lake Manager or a board member 45 days before the Annual meeting, (July 1, 2019). Sabella responded to a question about his creating a job description for the Board treasurer position that will come open by stating he felt that a person with a general understanding of accounting procedures would be wise for a nominee. Christensen clarified that nominations are for Board positions; the Board itself chooses officers. Chair said that that happens immediately following the Annual meeting, in a separate meeting.

- b. Phragmites control grant application -
Gehred and Sabai spoke of the requirements for applying for a rapid response grant from the DNR. They'd had a conversation with Sue Graham in which she gave tentative approval for one coming from the Lake District for the phragmites stand located on private property, on a fraction of which the Lake District holds an easement. After treatment, the area will need continual management for many years.

The entire stand had been treated in 2017, with mixed results, and the follow up since has been poor. Rapid Response grants require a 25% match from the grant-writer. In 2017 the Lake District match had been the Lake Manager's time invested in creating the management plan. This time around it is likely that we will need to come up with a cash match. Since it is a wetland, control permits from the DNR will be required, and the work will need to be done by licensed contractors. Gómez-Ibáñez mentioned that part of the management should be cutting the seed heads. The Board felt that the Lake District would contribute grant-writing, hiring of contractors, and oversight of contractors and would look for buy-in from the property owners. Doman had had informal discussions with the homeowner, and their concern about the phragmites had come up. Kolb directed the staff to get a cost estimate of getting the work done ahead of the June meeting. The stated hope is to have all stakeholders get to yes. To be on the agenda for next meeting.

- c. Renewal of District insurance policies through The Horton Group
Report - Sabella gave brief background of The Horton Group and our relationship with them. This year's coverage package quote is in line with prior year. 2019 premiums for general liability were budgeted for \$3500 and are coming in under budget at \$3000+. For marine and truck we budgeted \$3000 and it's coming in at \$2801. We budgeted \$1800 for Workman's Comp and it came in at \$922, but Workmen's Comp is subject to an audit at the end of the year. The boat trailer will be an added item for insurance for next year and may also change the amounts slightly.

Sabella also investigated whether an indemnity bond for the Board treasurer position is needed, and the agent determined that it was not.

Total premium \$5876 and is budgeted.

- d. Discussion and possible action for new laptop for office
Budget remaining for current year is \$600 for equipment purchases, but likely \$800 - \$1000 would be a better target amount for needed components. General agreement staff should work with Badgerland Computers and get quotes for updates to bring to the next meeting.

Christensen moved to go back to regular agenda order. Seconded by Gómez-Ibáñez and carried.

Christensen moved to enter closed session for agenda items VI e and VI f. Seconded by Gómez-Ibáñez. Roll call vote to enter closed session at 10:42 am.

The meeting re-opened at 1:16 PM.

DeGidio entertained a motion to continue Sabai's 10-hour/week position as Project Manager through July 1st to get the information needed to create a grant proposal to manage the stream re-meandering project. Christensen made the motion. Gómez-Ibáñez seconded. Motion carried. Sabai accepted the position through July 1.

DeGidio entertained a motion to offer the position of full-time Lake Manager to Beth Gehred. Keith Kolb made the motion. Gómez-Ibáñez seconded. Motion carried.

Adjournment

Kolb moved to adjourn. Second by DeGidio. Meeting adjourned at 1:18 PM

Next meeting: June 15, 2019, 9 AM at the Oakland Town Hall.

Respectfully Submitted,

Georgia Gómez-Ibáñez, Secretary
Recorder: Beth Gehred

Date May 18, 2019