

Eagle Spring Lake Management District
Board of Commissioners
February 20, 2024

Approved Minutes

Peter Jensen, Chairperson, called the meeting of the Eagle Spring Lake Management District (ESLMD) to order at 6:30pm, and led with the pledge of allegiance. Other Commissioners in attendance were Tom Day, Chris Hinz, Tom Tynes, Nancy Wilhelm, Town of Eagle Representative Ryan Hajewski, and Waukesha County Representative Lance Matthews.

Approval of Agenda – A Motion was made by N. Wilhelm to approve the February 20, 2024 agenda as written; motion was seconded and carried.

Approval of Board Meeting Minutes – Due the need of further editing by C. Hinz, C. Hinz made a **Motion** to table the approval of the January 16, 2024 minutes until the March meeting; **Motion** was seconded and carried.

Announcements and Upcoming Meetings

- The next Town of Eagle Board meeting will be on February 21, 2024.
- The legal motorized ice weight limit on the lake is 1,500 pounds.
- The Fox River Summit will be held on March 14, 2024. Both T. Day and John Mann showed interest in attending.

Public Comment – Comments included a request for those people that are on committees to be more respectful.

Aquatic Growth Harvesting/Collecting/Chemical Treatment – Discussion

Harvesting Extension Request – Discussion – The letter requesting an extension to our harvesting season to pick up floaters has been submitted to the DNR.

Truck Battery Replacement (2) Est. \$400 – Discussion/Action – Two new batteries are in need for the harvesting truck. By consensus, the Board agreed we need to get new batteries.

Clean Boats/Clean Waters (CB/CW) – Discussion/Action

Storage Unit, Placement, Supplies, etc. – Discussion – Estimated costs for a storage box, table, and chair were presented to the Board at a combined cost of \$152 with a donated chair.

Carp Initiative/Fishery Issues Discussion – Dead/decomposing fish have been observed passing through the Kroll Outlet.

Weather Station Discussion

Climate Change Report Argonne National Labs – No Action Required – According to the Argonne National Labs air temperatures are expected to increase and precipitation is expected to remain the same or slightly decrease.

NOAA Atlas15 – No Action Required Wambold Dam/Kroll Outlet – The Atlas 15 is expected to be released in 2025 with the new climate change information. The new Atlas will have precipitation tables.

Wambold Dam/Kroll Outlet – The Wisconsin Department of Natural Resources (WDNR) will be performing and paying the cost of a dam inspection in 2024.

Change Order 01- Tree Removal Bid Approval – Discussion/Action – Waukesha County Planning and Zoning did authorize a permit for the removal of the trees at the Kroll site. P. Jensen and N. Wilhelm opened the bids on February 16, 2024. There was a total of 10 bids with the highest bid at the cost of \$5,190 and the lowest bid at the price of \$2,500. N. Wilhelm made a **Motion** to accept the bid from Kettle Moraine Tree Service at the cost of \$2,500 to remove the six trees; motion was seconded and carried. Due to lack of liability insurance, the tree at the Wambold site that was going to be removed free of charge, is no longer an option. N. Wilhelm made a **Motion** to negotiate a price with Kettle Moraine Tree Service for the removal of the tree at the Wambold site and add it to the cost in the removal of the other six trees; motion was seconded and carried.

Kroll Roof Leak – Discussion/Action – The roof on the Kroll building has a roof leak. The leak appears to be minor and we should be able to repair it ourselves.

Erosion Control Wambold Dam left upstream bank – Discussion/Action – There is an old bank that will need some repairs. We may be able to fix this with some sea wall material that may allow us to fix it ourselves. One of the top tie boards was lost last year.

Wambold Dam/Bridge Butress Repair Options for 2025 Budget Consideration – Discussion/Action – It appears that the erosion is getting worse and the cracks on the butress should be further looked at by an engineer. It is believed that 60% of the butress repair is to support the bridge and 40% is to support the dam.

Legislative/Regulatory Issues Discussion/Action

Wisconsin Lakes Chapter 33 Proposed Changes – Discussion/Action – The revisions to be made to Chapter 33 are not expected to happen until 2025. A topic of discussion at the lakes conference will be a possible revision that could allow Lake Districts to borrow money (like municipalities) to help finance projects that they get grant funding for a particular project is an example of one possible change.

Water Patrol – Discussion/Action – R. Hajewski presented a summary of where we are currently at with the lake patrol. It was explained there were concerns raised in 2022 how pay increases help resolved lake patrol issues over the years and how the grant funding received was decreasing over the years. An explanation of the status of the former lake patrol was given, and situations that currently exists. A few ideas in moving forward were suggested (i.e. signage at the boat launch stating one way only lake and printed maps given out by Clean Boats/Clean Waters staff and a safety patrol on dates)

Fireworks – Discussion/Action – Lake Patrol is not required by Spielbauer however, further issues remain as to legal authority of those overseeing distancing. We do not have a contract currently with Spielbauer but will need to make a decision at our March

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meeting. There was a public meeting scheduled for February 29, 2024 for Town of Eagle and the Eagle Spring Lake Management District Board to discuss the 2024 fireworks.

Update on December 22, 2023 Hearing on Waukesha Circuit Court Case Number 2021CV001294 – Discussion – The judge ruled in our favor on all motions.

Update on General Records Schedule Approval and Records Destruction – Discussion/Action - All the records have been removed from the off-site storage facility. The Chairperson has started to go through the 1991 and 1992 records identifying invoices ready for destruction. The treasurer will then review these records for destruction. It is expected that the records that are 20 years old or more can be destroyed.

Approval of Final Open Records Procedure – Discussion/Action – C. Hinz made a **Motion** to approve the final open records procedure; motion was seconded and carried. Comments made that the document is worded from state guidelines and should be better fitted to the district. The writing needs to be simplified and should be edited first before approval. Motion carried with T. Day opposed.

Fox River Watershed Next Planning Phase – Discussion/Action - Phase one is now complete with \$150,000 funding received by Waukesha County to complete mitigation plan. We now have a communication plan between dam operators which will be implemented soon. The written procedure of how this will be implemented is next.

Treasurer's Report on Financial Procedures Implementation – Discussion/Action – January 1, 2024 the new QuickBooks Online Software went live and is being used for all accounting transactions. Planning to next create user accounts to enable multi-user access. Reports now include a Statement of Activity, Monthly Budget Performance Report, Statement of Financial Position, General Ledger Report, and Budget Overview.

Approval of GAAP Accounting Standards – Discussion/Action – Generally Accepted Accounting Practices (GAAP) is a collection of accounting rules and standards for financial reporting. Following these standards are needed when applying for some state or federal grants. T. Tynes made a **Motion** to use GAAP Accounting practices; motion was seconded and carried.

Approval of Standard Reporting Periods for Financial Records – Discussion/Action – The reports of the district used to be based upon the meetings of the Board of Commissioners., but will now be converted to be based upon the calendar months of the year. T. Tynes made a **Motion** to change the fiscal accounting period to monthly (calendar) fiscal reporting periods; motion was seconded and was carried.

Approval of the Development of Financial Policies and Controls for Board Review by the Treasurer – Discussion/Action – The need for some set policies and controls was briefly discussed. T. Tynes made a **Motion** to develop a draft set of Lake District financial policies and controls for review and consideration; motion was seconded and was carried.

First Aid, CPR, AED, etc. Training for Lake Residents and Area – Discussion/Action – This will be a blended training program. Fifty percent of the program can be taken online and the other half will be hands on training on May 18. This will include Narcan training, stop the bleed program, adult and child first aid. Hanson IGA is donating lunch. For further details contact Pete Jensen (chair@eaglespringlake.us). N. Wilhelm made a **Motion** to authorize a save a life training program; motion was seconded and was carried.

Receipt of Extension for Dam Failure Analysis and Spillway Capacity Report – Discussion – A letter was received from WDNR's Michelle Hase, which extends our requirement to have a Dam Failure Analysis and Re-evaluate the Spillway Capacity done by January 31, 2025.

New Business

Meeting Calendar for 2024 – Discussion/Action – A meeting calendar for 2024 was presented to the Board. The only deviation from the 3rd Tuesday of the month was in August with our Annual Meeting, and due to Thanksgiving holiday, the November meeting was moved ahead a week to November 12, 2024. C. Hinz made a **Motion** to approve the 2024 meetings as presented; motion was seconded and was carried.

Electronic Newsletter Production, Content, Dates, and Distribution – Discussion/Action

Advertisement Sales for Printed Newsletter – Discussion/Action - The Board was presented a sample of ad sizes and fees to help off-set the costs of the newsletter. N. Wilhelm made **Motion** to advertise in our newsletter and charge as presented; motion was seconded and was carried.

February Electronic Newsletter Approval – Discussion/Action – The Board was presented a draft of what was going to be put in our February electronic newsletter and asked for approval. R. Hajewski asked for the February electronic newsletter to be sent out to the Board with the update to the fireworks and lake patrol revisions, at least two days in advance of it being publicized; All members of board agreed.

Wisconsin Water Week Activities

Wisconsin Lakes Convention Registration(s) Approvals -Discussion/Action – There will be no charge for Pete's room for he is presenting. T. Day made a **Motion** to pay for the lodging and registration to send N. Wilhelm (full 3 days) and C. Hinz whom may attend a single day (dependent upon work); motion was seconded and was carried. T. Day and John Mann are both interested in attending the Fox River Summit on March 14, 2024. N. Wilhelm made a **Motion** to pay the registration fee (\$45 per person) for John Mann and T. Day to attend the Fox River Summit; motion was seconded and was carried.

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Request and Review Accuracy of Waukesha County Septic Records for Eagle Spring Lake Management District –

Discussion/Action – T. Day requesting from the Board for us to get a printout of our latest septic status. T. Day made a **Motion** for the District to obtain an updated septic report from Waukesha County; motion was seconded and was carried.

Volunteer Support to Kettle Moraine Fire Department Contract Development – Discussion/Action – This topic was held over till March meeting.

Buoy Repairs and Replacement – Discussion/Action – Due to some buoys stored at Kroll site being in need of repair, T. Day has been asked to look at them and suggest what we may need.

Website Easter Egg Hunt Game & Rules – In efforts to get people to view the district website, an egg hunt game will be launched on our website. You can win small prizes (prizes are donated – no cost to district) for the finding of select easter eggs on our website. C. Hinz made a **Motion** to move forward with an egg hunt promotion on our website; motion was seconded and was carried.

Claim – John Rogsvog (sp?) for Damage to Snowmobile – Discussion/Action - A snowmobiler hit the rip rap at the Kroll outlet and claimed it did damage to his snowmobile.

Recording Access and Passwords for Lake District Accounts – Discussion/Action – A form was presented to the Board for collection of all accounts and passwords being used by the district. The Chairperson is currently collecting all of this information.

2023 Lake District Tax Base – Discussion – Our 2023 tax base is now up to \$139,000,000 (at least a 13% increase when compared to the previous year).

Surface Water Levels (before & after 15” snowstorm) and Groundwater Levels, and Chloride Levels – Discussion – T. Day asked the Board to start thinking about a new target water as we have been having a hard time maintaining our current water target level. Chloride is another area we should be putting focus on. Chloride is becoming more of an issue and a comparison study with other municipalities may be beneficial in the future.

Financial Reports & Payment of Bills – Discussion/Action – T. Tynes made a **Motion** to approve paying the Von Briesen (\$10,255) bills and Gina’s payroll, and authorization to transfer of \$10,000 from the Money Market Account into the Checking Account; motion was seconded and was carried.

Executive Session– At 9:09pm N. Wilhelm made a motion go into Executive Session under 19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Board will not reconvene into open session. Votes to go into closed session are as follows: Lance Matthews – Yes, Nancy Wilhelm – Yes, Chris Hinz – Yes, Peter Jensen - Yes, Tom Day – Yes, Tom Tynes – Yes, and R. Hajewski – Yes.

At 9:34 C. Hinz made a **Motion** to end closed session motion was seconded and was carried.

Adjourn – At 9:34pm, N. Wilhelm made a **Motion** to adjourn; motion was seconded and was carried.

Christine Hinz

ESLMD