

Eagle Spring Lake Management District
Regular Meeting
October 17, 2023
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, Nancy Wilhelm, Tom Tynes, Town of Eagle Representative Ryan Hajewski, and Waukesha County Representative Lance Matthews. Lake residents Jeff & Janet Prokop, John Mann, Greg Himebauch, Barb Pinekenstein and Bookkeeper/Administrative Assistant Gina Krause were also present.

Approval of Agenda – R. Hajewski will talk about the Town of Eagle budget during Announcements. Motion made by C. Hinz to approve the November 17, 2023 agenda as written; second by N. Wilhelm, motion carried.

Approval of the August 15, 2023 Board Meeting Minutes – T. Day made a **Motion** to approve the August 15, 2023 Board meeting minutes as written; second by N. Wilhelm, motion carried.

Approval of the September 19, 2023 Board Meeting Minutes –T. Tynes made a **Motion** to approve the September 19, 2023, minutes as written; second by N. Wilhelm, motion carried.

Announcements and Upcoming Meetings

- In previous years, the Town of Eagle budgeted for Lake Patrol, however this year the Lake Patrol funds will be used to assist in the fire department deficit. The reasoning was that lake patrol does not have authority on shore and must call for assistance for any lake shore issues/arrests. The DNR will continue to provide a form of lake patrol as it does on various other lakes. R. Hajewski will get the estimated budget of what the Town would have allotted for Lake Patrol. We estimated the cost to be about \$4,000 and we have already prepared/presented our budget for 2024. We will be in discussion with the Town to get the authority transferred over to the lake district for lake patrol. The Next Town of Eagle Board Meeting will be held on October 18, 2023.
- A Wisconsin public records law training class is to be held on November 13, 2023, at Waukesha County Technical College (WCTC).
- The 2024 Wisconsin Lakes & Rivers Convention will be held April 10-12, 2024. One day attendance is an option.
- Nominations are open for the lake leaders' program.
- Waukesha County Park and Planning Commission and a staff Representative of Waukesha County Parks and Land Use will be holding a public hearing October 19, 2023 to consider amendments to the zoning maps of Waukesha County Floodplain Protection Ordinance and Zoning Code.
- The Department of Safety and Professional Services are now accepting applications for grants. This is a grant to help homeowners replace their septic systems. More information is available on our website (eaglespringlake.us).

Public Comment – Public comments included some of the following:

- Support in several topics including; updating the Boards financial services, recommendations from the Treasurer to be given later tonight, cost saving effectiveness, and the use of subcommittees. Also expressed was that the Lake Patrol is a quality and safety issue and hopefully the Town Board reconsiders this cut and does not penalize the lake for fire department shortages.

- Disappointment that emails with the next meeting agendas are no longer being emailed. In the past we always sent out emails and were asked to send out one last email letting everyone know that we will not be sending out these emails any longer. The Chairperson stated he would take care of sending out one last email informing those that will have to go on our website to get such information.
- Disappointment, when online today to get the agenda there were no recommendations from the treasurer (as was referred to in earlier comments). Asking for circulating documents on the website.
- Confirmed that the Board received the letter sent and assured the Board that they handle principal issues for the people of the lake.
- Not opposed to Advisory committees, but opposed to the way they were set up. The whole Board should vote on who is on the committee. We would prefer to offer the chance to being on the committee to all residents. People were asked to be on the committees before the committees were set up. Need open communication.

Aquatic Growth Harvesting/Collecting/Chemical Treatment – DNR Engineer staff was out on September 27th to view the site, they observed a hydraulic leak on the starboard side of the harvester. Due to a hydraulic leak, the harvester was removed from the water on September 27th and taken to Aquarius Systems. Therefore, the harvester has not been operated since September 27th.

Fall Harvester Cleanup - Vallisneria (eel grass) causes all kinds of boating problems when it flowers and shoots up in the late summer. We will discuss with the DNR if there is anything we can do with that plant to help with its removal of the floaters. There were a lot of people who complained about this plant this past year. January may be a time to re-address this issue with the DNR.

Clean Boats/Clean Waters Status – Discussion/Action

Discussion and Approval of 2024 Contract with Waukesha County for CB/CW Program – The Board discussed the possible use of a Clean Boats/Clean Waters coordinator that is hired by Waukesha County along with Washington County. Waukesha County is offering staff various lakes for a fee. They hire college students (interns) to perform the boat inspections. They hire, train, pay, and provide workmen compensation for the employees. They handle all the scheduling and supervision of the employees and will take care of all data entry into SWIMS. The district will have to provide a storage box at the launch site to hold table, chairs and materials needed. The public launch will be staffed all weekends/holidays (weather permitting) from 5/25/24 through 9/2/2024. They will be offering interns a rate of up to \$17.00/hour. The district will be billed for the actual payroll costs, plus 10% administrative fee for the AIS intern position, not to exceed \$17.00 per hour. (Note: rates vary depending on experience, performance, and current markets.) It was insisted we needed to decide before we move forward to renew or not renew our payroll software. C. Hinz made a **Motion** to approve a 1-year contract with Waukesha County as presented (not to exceed \$5,000); second by N. Wilhelm, motion carried with T. Day opposing.

Carp Initiative/Fishery Issues Discussion – Zebra mussels once again have started to multiply.

Weather Station and Website – Several calls have been received regarding the lake water levels are too low and people cannot get their boats off their shore stations. Groundwater level is approximately 2 feet lower than it was this time last year. The rain has helped bring the water level up a bit.

Eagle Spring Lake Web Site & Email – Discussion – There were no updates.

Wambold Dam/Kroll Outlet – Discussion - There were no updates.

Legislative/Regulatory Issues Discussion – Act 12 - The state budget bill made changes to Chapter 33 that affects which tax roll we use for notifications. The official tax roll that we do use for our notifications is the tax roll that is in effect on the 3rd Monday of December.

Septic Update – Discussion – There were no updates.

CTH E Parking Update – Discussion - There were no updates.

Buoy Status Compliance Update – Discussion/Action

Application Status and Town Approval - Gina explained that she cannot find the waterways application anywhere in its process on the DNR's website. She will attempt further inquiries with DNR's Chad Ziegler. There are several buoys that need to be replaced and/or repaired.

Rescind of Standing Committees – Discussion/Action – P. Jensen made a **Motion** to rescind the committee structure; second by N. Wilhelm, motion carried. This is not going to stop us from proceeding with many other projects. It simply means some of the visibility (committees will not have to take minutes, post notices, etc.) on those actions might not be where we want it. Improved transparency on what is happening was requested.

Treasurer's Report on Improved Efficiency - Discussion/Action – T. Tynes presented the Board with a memo of what he learned and what he recommended. He was unsure whether he needed to publish to everyone or just the Board. P. Jensen recommended N. Wilhelm to take the documents we have on the MS drive before the meeting and download them onto our website and everyone can look at them along with the agenda. A considerable amount of paper is used in preparing for these meetings. A free trial of a cloud-based service was initiated that all the board members will have access to and to edit and change files. Further discussion will be saved for under the Accounting, Payroll and Cloud Software agenda item.

New Business

Monthly Report - Budget Amendments – Funding of Legal Fees – Discussion/Action –

There is a tentative hearing set for December 22, 2023, on the Wruck case. T. Tynes and P. Jensen will sit down to go through the budget numbers and come back in November with their findings. C. Hinz made a **Motion** to table the discussion/action of funding of legal fees until the November meeting; second by N. Wilhelm, motion carried.

Accounting, Payroll, and Cloud Software – Discussion/Action – T. Tynes gave a brief overview of what he learned about what we are using, and why switching to an online version software may be a better option. We expect the newer online software will allow us multiple users, anywhere access, automatic backups, automatic synchronization of our bank and debit card data, and increased capabilities of customized reports. The cost difference is approximately \$100 between the desktop and online versions. We hope that we will save time due to the synchronization data entry with debt card usage. The \$1,620 version of QuickBooks software was recommended (with the condition that we could leave out payroll for further savings), with a start date of December 1, 2023 (1-month free trial) and going live January 1, 2024. It is also recommended that we move forward with continued use of MS365 Cloud service (One Drive family package) at the cost of \$99/year. T. Tynes made a **Motion** to continue with the MS 365 Cloud Service at the fee of \$99/year and to subscribe to the online version of QuickBooks software at the not to exceed price of \$1,620 per year (1st year 50% discount); second by N. Wilhelm, motion carried.

Compliance with Wis. Stat. § 19.34 (1) Open Records Policy – Discussion/Action – A copy of the draft ESLMD Open Records Request Policy was presented to the Board. C. Hinz

made a **Motion** to approve the draft Open Records Request Policy as written; second by T. Tynes, motion carried.

Floodplain Identification Correction for Island Properties Update – Discussion/Action –

In an attempt to correct an error made by FEMA, P. Jensen explained how he has been in touch with the DNR and Waukesha County, and has come up with a way to short cut hiring a surveyor, to get those island properties that never should have been in the flood plain, out of it. In working with the DNR they have produced a way that FEMA will except using existing topographic maps and validated information that proves they are well above water level. P. Jensen has offered to fill out the forms and send everything in for the 10 island properties (covering 12 parcels) that are affected by this error. He will need the assistance of the homeowners if they would like to do this; they are not obligated to do this if they do not want to. If homeowners choose not to do this now and would like to get out of the floodplain later; they may have to use the process of getting out of the floodplain with the use of a surveyor.

Act 12 Notification Requirements Changes for Lake Districts – Discussion - See Legislative/Regulatory Issues Discussion – Act 12 above for discussion.

Insurance Renewal for 2024 – Discussion/Action – P. Jensen and T. Tynes have reviewed the district insurance renewal document. Some items in the policy are standard but the underwriter can take some items out of a group if they so desire. Discussion included some of the items that were asked to be taken out of a group such as coverage on fine arts, and other miscellaneous items that are not related to us. C. Hinz made a **Motion** to submit the insurance as discussed; second by T. Tynes, motion carried.

Financial Update & Payment of Bills – N. Wilhelm made a **Motion** to pay the bills; second by T. Tynes, motion carried.

Due to legal deadlines, the November meeting will be tentatively held on November 14, 2023, rather than November 21, 2023. There was no objection from Board members.

Adjourn – At 8:02pm, N. Wilhelm made a **Motion** to adjourn; second by T. Tynes, motion carried.

Christine Hinz
ESLMD