

Not Approved

**Post Lakes Protection & Rehabilitation District
Commissioners Quarterly Meeting, December 4, 2021
Minutes**

1. **The PLP&RD commissioners' quarterly meeting** was held at the PLIA Building on August 7, 2021. Chairperson John Steber called the meeting to order at 9:06 a.m. Commissioners present for the meeting: John Steber, Andy Joswiak, Jeff McKinney, Tim Prunty and Phil McGrath. Steve Brettingen (Bookkeeper) and Ralph Eberle (Dam Tender) were in attendance, along with 1 other attendee.
2. **Election of Board Officers by Commissioners:** The first order of business was a carryover from the Annual meeting in August. The commissioners unanimously elected for 2022; John Steber, Chairperson; Tim Prunty, Treasurer; Phil McGrath, Secretary.
3. **Review and Approval of Committee Assignments:** John Steber led this discussion. Only one committee assignment was changed for 2022: John Steber moves to Chairperson of the Boat Landing Committee; Jeff McKinney remains a member of the committee. A motion was approved accept the committee assignments for 2022. Reference Attachment 1 with these Minutes.
4. **Approval of the Minutes from the August 7, 2021.**
 1. **The Minutes to the Quarterly meeting** were distributed to the commissioners in advance. Edits to the first draft had been submitted prior to this meeting. A motion to approve the Quarterly Minutes was passed with no additional changes.
 2. **Minutes for the Annual meeting held on August 7, 2021,** were reviewed but no action was taken. These Minutes will be presented and approved at the next annual meeting, August 2022.
5. **Review of Recent Correspondence.** Correspondence was submitted via the Money Box as the Upper Post South Shore Boat Landing, requesting the pier be placed closer to the boat ramp. There was a brief discussion reviewing the pros and cons of moving the pier. No action will be taken until the spring.
6. **Katie Bender-Ream introduced to the PLP&RD Board** as the Langlade County Shoreland Specialist and Healthy Lakes program. Katie also has responsibility for the Habitat Survey, an assessment of lake front properties in Langlade County. She is considering doing this work on Post Lakes in 2022. This survey may complement the findings from our most recently lake study and provide further guidance on that report. Katie led a discussion on the benefits of these programs. A couple next steps to get the word out were identified; place an announcement in the PLP&RD 2022 annual newsletter, slated for June-July, post an announcement on the PLP&RD website Katie's contact information, announce in the PLIA newsletter that goes out in the Spring. Katie's name will be on distribution for future PLP&RD meeting announcements.

7. **The Treasurer's report** was presented by Tim Prunty, Treasurer, and Steve Brettingen, Bookkeeper. Balances as of November 30th: \$86,158.76 for Total Assets; \$86,158.76 for Total Liabilities & Equity; \$63,648.32 Total Income; \$27,540.86 for Total Expenses. Steve Brettingen led the discussion:
- a. Steve offered that the PLP&RD review the insurance coverage for the district as a safeguard. Tim Prunty offered to talk with the insurance agent for the County and Antigo School district. This agency specializes in Wisconsin municipalities.
 - b. There was a brief discussion on ensuring the district is receiving a good return on our investments. Steve works within the guidelines and is open to suggestions. These are not large investments, so the return will not be large.
 - c. The funds that we (PLP&RD) set aside for the Lake study were not needed for that project. These potentially could be used for boat landing improvement project.
 - d. Phil recommended the bank authorizations be brought up to date, reflecting the current board members. A motion was made and passed for PLP&RD to update the signatures for bank authorizations to reflect the current makeup of the board. Phil to write up the resolution and send it to Steve to show the bank to determine if that is all we need to update the signatures.
 - e. John Steber requested that we complete an audit annually.

A motion was made to approve the Treasurer's report, as submitted for the meeting,

8. Old Business

9. Committee Reports

- a. **Boat Landing Committee** – John Steber led the discussion.
 - i. Reference the Attachment #2 to these Minutes; "Wisconsin Water Ways, August 7, 2021, State Ranking Report." Net, net, we have been awarded \$141,831.00, for improvements to the Upper Post, South Shore boat landing. In our previous meeting, with this grant award, we agreed to go forward with the project.
 - ii. John Steber understanding is these monies are available until June 2024 and extensions can be granted, upon request. John will confirm the June 2024 date.
 - iii. We have a grant application submitted to the Federal Government for approximately \$100,000.00. It is highly competitive for these funds and the DNR cautioned us to not count on the award. Sometime in February we'll know the outcome of the application. A discussion followed on moving forward with the project. No action will be taken until the decision on the application for the federal grant. At our next meeting, March 2022, we should have that result.
 - iv. A general discussion on the improvement planning, include making sure the Upper Post west shore landing is in good shape to handle overflow traffic during the project, determining the best months to execute the project, etc.

- v. Phil reported the boat landing fees have all been collected for 2021 and turned over to Steve for deposit. Posting the signs for the \$3.00 fee had a positive impact, the monies collected were higher after that.
 - vi. John Steber reported on the meeting with Ralph and Andy on training for the Dam and Boat Landing maintenance. A summary of the meeting was included with meeting materials. A discussion followed on the pier pumpers and other general maintenance requirements for the 2022 season. Ralph will update us at the March 19th meeting.
- b. **Lake Management Committee** – John Steber had no report.
- c. **Weed Harvesting** – John Raisleger issued the following written reported. “We had a slow start to weed growth but then the bays on Lower Post West shore grew some heavy weeds. There were many volunteers that stepped up in July and August. About 16 loads were taken out. When I got back up in late August, I saw that there were some weed beds up towards the narrows that could have been cut as well. Next year we will need to keep a better eye on the growth up there. We will need to do some additional maintenance on the equipment next spring. There are two batteries to be replaced and we should likely change oil in the equipment as well. For the most part the equipment remains in good shape.”
- d. **Lake Safety** – Andy Joswiak led this discussion. He reported this fall the buoys were taken out in record time, 2 ½ hours. The process is working smoothly. Next year Andy will coordinate schedules, so the buoys come out prior to the docks being brought in for the season. One buoy was missing from the Upper Post West Shore landing. Tim passed along the GPS coordinates for the unmarked rock on Upper Post. Andy will be doing general maintenance for the buoys, prior to spring placement.
- John Steber reported, the sign in the channel, by the dam intersection is deteriorating. Andy will look at it in the spring and take appropriate action.
- e. **Dam Management** – John Steber led this discussion. The Dam training session was conducted by Dam Committee members, John Steber and Andy Joswiak. The district’s Dam Tender Ralph Eberle was in attendance. The PLP&RD Emergency Action Plan requires that the district conduct dam management training annually. The report on the training session was included with the meeting handouts.

Coordinator Position updates

1. **Citizen Lakes Monitoring Network** – Andy gave the reported. He completed 3-months of sample collection this past summer. He noted the exceptionally clear water readings on Upper Post.
2. **Website Development** – Phil McGrath had no report. Tim suggested a better format for the Commissioners page to announce the meeting dates/time and access to the handouts.

10. New Business

- a. One item was on the agenda: discussion for request for a Slow No Wake buoy at “Peters Pocket” on Lower Post.
 - i. At the previous meeting, August 2021, Ross Meyer Ross Meyer requested we add a request for a Slow No Wake buoy at the entrance to Peters Pocket to the December 4th agenda. Ross was not in attendance at today’s meeting. Sean Kreuger, a neighbor of Ross’s, attended today’s meeting, and said he and other neighbors were opposed to the idea of a buoy. No action was taken.

11. Non-action items that can legally be discussed - None

12. Meeting Schedule for 2022:

- March 19, 2022, at 9:00 a.m.in the PLIA Building - Quarterly
- May 21, 2022, at 9:00 a.m.in the PLIA Building - Quarterly
- August 6, 2022, at 9:00 a.m.in the PLIA Building – Quarterly and Annual
- December 3, 2022, at 9:00 a.m.in the PLIA Building - Quarterly

- 13. This meeting was adjourned at 10:58 a.m.

Attachment #1 to PLP&RD Minutes – 12/4/2021

POST LAKE PROTECTION AND REHABILITATION DISTRICT

COMMITTEES AND COORDINATORS

Updated December 4, 2021

The Post Lake Protection and Rehabilitation District Board have approved the following committees and coordinator positions. It is the desires of the board to encourage Lake District members to take an active role in the management of our lake. The committees and coordinators are advisory to the PLP&RD board.

COMMITTEES

COMMITTEE GENERAL GUIDELINES

Each Committee shall include at least one board member. The board will invite the PLIA to provide a representative to each committee. The PLP&RD board will approve by motion the membership of each committee. The number of people per committee to be determined by the board, based on need and available volunteers. Each committee is to select a chairperson.

LAKE MANAGEMENT COMMITTEE

Chairperson: John Steber (Phil McGrath)

Duties and Responsibilities

- Work in cooperation with local units of government and organizations associated with Post Lake
- Work in compliance with WDNR on all matter associated with lake management
- Remain current with lake management practices and issues (WDNR, Wisconsin Lake Partnership)
- Maintain awareness of available grants and oversee grant applications
- Develop, maintain and implement the Post Lake Comprehensive Lake Management Plan (CLMP)
 - Act as the board representative for the development and maintenance of a (CLMP)
 - Work with the WDNR to determine scope & requirements of the (CLMP)
 - Work with the WDNR to update and manage the (CLMP)
 - Develop an RFP for the hiring of a consultant to develop and update the (CLMP) & to write a Lake Management Planning grant application, subject to board approval.
 - Work with consultant to develop and maintain the (CLMP)
 - Grant administration and paperwork
 - Conduct lake district survey as required by WDNR

WEED HARVESTING COMMITTEE

Chairperson: John Raisleger, (Andy Joswiak & John Steber)

Duties and Responsibilities

- Provide recommendations to the board for the entire weed harvesting effort with the understanding that all related matters are subject to board approval.
- Obtain a WDNR Mechanical Weed Harvesting Permit
- Provide staff recruitment, operational organization, scheduling and training
- Develop a harvesting plan based on the WDNR Weed Harvesting Permit
- Develop a plan to address equipment repairs and upkeep

- Transportation of equipment between storage and the lake (Town of Elcho)
- Prep harvester docking area, pier, portable restroom, storage facility and access road
- Coordinate supplies, gas, oil, replacement parts
- Keep proper records, as per WDNR guidelines.
- Keep the PLP&RD board informed of activity and plans

BOAT LANDING COMMITTEE: Chairperson: John Steber (Jeff McKinney, Tim Prunty, Andy Joswiak & Al Wendorf)

Duties and Responsibilities

- Provide oversight and recommendations for the maintenance and upkeep of the three public boat landings
- To include parking lots, ramps, piers, boat landing signage, grounds and portable restrooms
- Provide a yearly evaluation/condition report for the district's three boat landings
- Provide recommendations for short term and long-term plans to address needed repairs and improvements
- Develop improvement plans, specifications, request for proposals and oversee completion of projects, all subject to board approval

LAKE SAFETY COMMITTEE

Chairperson: Andy Joswiak (John Raislinger)

Duties and Responsibilities:

- Provide to the board oversight and recommendations for all matters related to lake safety
- To include but not restricted to; buoy placement, buoy upkeep & replacement, on lake safety signage, Slow No Wake issues, and all other matters related to lake safety
- Coordinate placement of buoys with the WDNR and obtain appropriate permits
- Installation and management of all lake buoys
- Upkeep, maintenance, and purchase of lake buoys
- Upkeep and maintenance of the buoy pontoon boat
- Respond to damaged and dislodged buoys

DAM MANAGEMENT COMMITTEE

Co-Chairpersons: Jeff McKinney (Andy Joswiak & John Steber)

Duties and responsibilities:

- Hire and oversee the activities of the Dam Tender
- Oversee and actively manage the Inspections, Operation and Maintenance Plan
- Actively manage the Post Lake Emergency Action Plan & keep plan current
- Flood Plain Plan Updates
- Bank erosion control (work with Langlade County)
- Work with the DNR to manage lake levels
- (Next inspection date 2025)

CITIZEN LAKES MONITORING NETWORK (CLMN)

Coordinators: Andy Joswiak & Tim

Prunty

Duties and Responsibilities:

- Act as the Post Lake representative to the UW Extension Lakes, Citizen Lakes Monitoring Network
- Collect data for water clarity, chemistry, temperature and dissolved oxygen and report this data to the UW Extension Lakes, Citizen Lakes Monitoring Network per the guideline of CLMN

WEB SITE DEVELOPMENT & MANAGEMENT

Coordinator: Phil McGrath & Rose Prunty

• **Duties and Responsibilities**

- Responsible for overall design and maintenance of the webpage, including:
 - Manage web site developer to meet objectives outline by board
 - Facilitate collaboration with PLIA, to allow their content placement on the webpage
 - Go to person for structural design and enhancements
 - Develop and implement processes to manage the webpage
 - Communications to residents the access protocols.

Attachment #2 to PLP&RD Minutes – 12/4/2021

WISCONSIN WATERWAYS COMMISSION AUGUST 7, 2021 STATE FUNDING RANKING (RBF Grants)

The Wisconsin Waterways Commission met on August 7, 2021, from 9:00 am to 1:00 pm, and I attended via Zoom.

We were asking for 50% funding for the Upper Post South Shore Landing improvements or \$141,831.00 from the RBF State Grants.

We received a RBF grant of \$121,974.66 or 43% of the total estimated cost.

There were more funding requests than there were funds available. Compounding the problem was that they had preapproved an amount \$250,000 for the City of Hudson and \$242,304.30 for City of Tomah from last year's request. These were carryover requests and were funded at 50%

After numerous recalculations, the commission decided to fund the remaining project requests at 43% of total costs. This could change a bit, as final calculations will be determined following the meeting. (They could have used accountant at the meeting)

It should be noted that the RBF grant money is divided in half, half going to the Great Lakes and half going to Inland Lakes. I spoke via phone with DNR Annie after the meeting, and she stated that it has been a common occurrence for the Great Lakes to have unused funds. In the past, if there was money left in the Great Lakes share, those funds could be used to bring Inland Lakes request up to the 50%. These funds will be considered in the spring of 2022. According to Annie, in the past, the current project requests were considered before any new requests would be considered but the commission was not willing to agree to that, at this meeting.

In November, the Commission will consider our application for \$100,000 from the Federal funding source (SFR grant). Hopefully, we will receive some funding from this source. We have provided documentation of the contour issues at the landing, and we have increased the boat landing fee to \$3.00 both of which should help our rating. Annie has our application that was submitted last year, and that application will be again submitted for this year. She will be in touch with me prior to the due date for the Federal funding; we may need to update our cost estimates.

We will not proceed with development of the boat landing, until we have a clearer picture of our total grant funding.

Note: The commission made mention of the contour mapping that was prepared by Andy and how helpful it was.

IMPORTANT NOTE: On November 4, 2021, the Department of Natural Resources notified Jeff McKinney, that the Town of Elcho/PLP&RD's RBF grant award for improvements to the Upper Post Lake South Shore Boat Landing had been increased from \$121,974.66 to \$141,831.00.