

Not Approved

**Post Lakes Protection & Rehabilitation District
Commissioners Quarterly Meeting, March 19, 2022
Minutes**

1. **The PLP&RD commissioners' quarterly meeting** was held at the PLIA Building on March 19, 2022. Chairperson John Steber called the meeting to order at 9:10 a.m. Commissioners present for the meeting: John Steber, Jeff McKinney, Tim Prunty and Phil McGrath. Also in the audience were Ralph Eberle - Dam Tender, Al Wendorf -President PLIA, and Dick McNutt.
2. **Approval of the Minutes for the December 4, 2021, Quarterly commissioner's meeting** – The Minutes 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.
3. **Review of Recent Correspondence.** No correspondence submitted.
4. **The Treasurer's report** was presented by Tim Prunty, Treasurer.
 - a. Tim reported on the 2021 yearend report, commenting the district is in good financial shape heading into 2022. Tim highlighted that the district's tax levy for 2021 was \$32,000 and total expenses were below budget at \$28,380.68. Tim pointed out that the weed harvest expenses came in lower than budget. In 2021 the district recorded undesignated revenues from prior years, including the reimbursement from the DNR for expenses on the Isle of Pines boat landing improvements and grant money for the Lake Management Study. Year-end 2021, the district the district recorded a net income of \$35,341.81.
 - b. Tim stated the district is in a good financial position as we plan for the Upper Post South Shore Boat Landing improvement project.
 - c. Year to date balances as of February 28th: \$81,857.94 for Total Assets; \$81,857.94 for Total Liabilities & Equity; 67,109.86 Total Income; 5301.42 for Total Expenses.
 - d. A motion was approved for the Treasurer's report, as submitted.
5. **Old Business** – No discussion
6. **Committee Reports**
 - a. **Boat Landing Committee** – John Steber led this discussion.
 - i. John reported an inventory was completed on the Boat Landing piers. Replacement parts have been ordered to ensure the piers are in good working order for the 2022 season. For example, many bumpers took a beating and needed replacement.
 - ii. A brief discussion took place addressing the placement of the pier at the Upper Post South Shore boat landing. From the Suggestion Box, there was a request to place the pier closer to the ramp. Jeff McKinney will discuss this with the installers (Town of Elcho) to see if pier can be placed closer to the ramp.

- b. **Lake Management Committee** – John Steber had no report.
- c. **Weed Harvesting** – John Raisleger issued the following written reported.
 - March 2022: Emailing / contacting previous volunteers and any new interested parties
 - Late April 2022: (Date to be determined)
 - Begin check over of equipment, landing, storage unit at landing. The equipment should have oils changed this year. There are also some seals that may need replacement on cutters and rams. Additionally, the a few batteries need replacement.
 - An Emailing will go out Mid-April soliciting any available parties to assist
 - Late May 2022: (Dates to be determined)
 - Complete check over and work to be completed on the Equipment
 - Prepare the Landing
 - Including gravel in front of the equipment shed and the building of a ramp.
 - Contact the town to secure assistance putting the harvester equipment in.
 - Contact Scott Allaire to confirm dumping access of harvested weeds
 - Prepare SOP and record keeping documents
 - Conduct initial walk thru of SOP and record keeping with any lead volunteers and Commissioners
 - Mid-June 2022: (Date to be determined)
 - Launch equipment (including harvester)
 - Schedule SOP and record keeping session(s) for the volunteers. Intent will be for any lead volunteers to conduct them.
 - Mid-June – Mid-August 2022:
 - Harvest weeds as needed pending volunteer availability
 - Late August 2022:
 - Remove the harvesting equipment from the lake and place back in storage

The district would consider a volunteer coordinator to assist John.

- d. **Lake Safety** – John Steber reported for Andy Joswiak. Andy is planning to have all buoys placed on the water, prior to the start of opening day for fishing. The group of volunteers and equipment are ready to go.
- e. **Dam Management** – John Steber gave the report. He reported everything is going ok with the management of the dam. Ralph (Dam Tender) will set water levels at 95.5 prior to the start of the spring runoff.

Coordinator Position updates

1. **Citizen Lakes Monitoring Network** –John Steber reported for Andy. Andy will manage this program in 2022, collecting and mailing water samples.
2. **Website Development** – Phil McGrath reported he received recommendations from for enhancements from John Steber. Phil is currently working with Rose Prunty to have the enhancements in place by the May 21st meeting.

3.

10. New Business - Plans to Rebuild the Upper Post South Shore Boat Landing

- a. John Steber led the discussion. John distributed an updated cost estimate prepared by MSA, the district's consultant for the project. These estimates are required to secure state and federal grants. The estimated costs have jumped from the original estimate of \$285,000 to the new estimate of \$352,655.00. The inflationary environment of the economy was mentioned. The district has been awarded an RBF (Recreational Boat Facilities) state grant for \$141, 831.00. This grant money must be claimed by July, 2024, but the district can apply for extensions to that date. In addition, the district has applied for a federal grant in the amount up to \$100,000. We expect to be notified in mid-April if the federal grant money will be awarded to the district.
- b. A brief discussion was followed on several features to be included with the improvements, such as toilets, handicap accessibility, runoff design, etc.
- c. Tim Prunty recommended for additional financing the district consider a loan program offered by the Wisconsin Board of Commissioners of Public Lands. Their program is designed for state entities, such as PLP&RD. It offers competitive rates and ease of processing for loan requests. Tim cautioned that the district must do its due diligence in shopping for the best rates. To go further on financing discussion, we will wait for the result of the of the federal grant application
- d. The target date for completion for the project is Fall 2023. Next steps outlined:
 - i. RBF state grant has been approved. The federal grant approval notification will be announced in mid-April.
 - ii. At the May 21, 2022, commissioners meeting the commissioners will plan a budget and outline steps to secure additional financing,
 - iii. At the August Annual District meeting, we will present a motion to go forward with the project, including the hiring of a consultant. The district is currently working with MSA, as our consultant.

11. Non-action items that can legally be discussed –

- a. Al Wendorf offered space to the PLP&RD in the upcoming Spring PLIA newsletter. John Steber will request input from other commissioners and submit an article. The deadline for submission is April 15th.

12. Remaining Meeting Schedule for 2022:

- 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 10:00 a.m.