

Not Approved
Post Lakes Protection & Rehabilitation District
Commissioners Quarterly Meeting, May 21, 2022
Minutes

1. **The PLP&RD commissioners' quarterly meeting** was held at the PLIA Building on May 21, 2022. Chairperson John Steber called the meeting to order at 9:09 a.m. Commissioners present for the meeting: John Steber, Jeff McKinney, Tim Prunty, John Raisleger, Andy Joswiak, Ronn Kreuger and Phil McGrath. Also in the audience were Al Wendorf -President PLIA, and Steve Brettingen, Bookkeeper for PLP&RD.
2. **Approval of the Minutes for the March 19, 2022, 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 Steve Brettingen, Bookekeeper and Tim Prunty, Treasurer.
 - a. Year to date balances as of April 30, 2022: \$102,021.23 for Total Assets; \$103,021.23 for Total Liabilities & Equity; \$90,815.12 Total Income; 7,839.79 for Total Expenses.
 - b. In the discussion that followed, Steve highlighted the Designated Money Market Fund (\$50,000 listed under Assets) and the Total Designated Funds (\$20,000 listed under Liabilities). There is a \$30,000 difference. These funds were moved in the 2022 budget to the Carryover Lake Study Fund (\$30,000 listed under Income). The reason for the move, these funds are intended for the Boat Landing Improvement project.
 - c. Tim Prunty commented the annual levy to property owners is set at the appropriate level because the amount of taxes collected tracks closely with the District's expenses. To our benefit, actual expenses for Weed Harvesting were lower than the budget amount in 2021. When there are excess funds like these, these are moved to Unexpended Revenue, which currently stands at \$35,341.81 (an accumulation of many years).
 - 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 provided this report.
 - i. John led a discussion on this year’s pier placement at the Upper Post South Shore Landing. The pier is approximately 5 feet from the ramp, farther than we would like. Jeff McKinney will ask the Town of Elcho to move the pier closer. However, the pier placement must accommodate the requirements of the weed harvester. Before action will be taken, John Raisleger will provide John Steber and Jeff the Weed Harvester requirements.
 - ii. In addition, Jeff McKinney will ask the Town of Elcho for one or two yards of gravel to improve the approach to the ramp.
 - iii. Phil McGrath reported a total of \$246.00 was collected from the boat landing cash boxes. Those funds were turned over at the meeting to Steve Brettingen.
 - iv. John Steber reported bumpers are on back order for the pier at the Upper Post South Shore landing.
- b. **Lake Management Committee** – No Report
- c. **Weed Harvesting** – John Raisleger reported that several members from this team met on April 29th to begin maintenance to get the equipment ready for the season. He reviewed a list of maintenance during our meeting and commented that there was nothing out of the ordinary with the maintenance for this year.
 - i. John noted the district’s pontoon boat needs a registration. Andy will look into that.
 - ii. John and team also completed annual general maintenance work on the district’s truck.
- d. **Lake Safety** – Andy Joswiak gave the report. The buoys were placed on the lakes a few days after opening day for fishing. (Ice was on the lakes late this year.). The installation went smoothly. Andy recognized the team that assisted him in placing the buoys on the PLIA Facebook page. He received a nice response to the post from a resident, who provided the location for a “phantom rock” off the NE shore of Upper Post. Tim Prunty will share the exact coordinates of that location, so Andy can adjust the location of the buoy in that area.
 - i. Andy and John Raisleger led a discussion to order life vests, fire extinguishers, etc. for the Weed Harvester and Transport and the district’s Pontoon boat. Andy will place an order for 4 Life Vest, 2 throwables and 3 fire extinguishers.
 - ii. Board members discussed the need to develop a volunteer recognition program, but no action was taken.
- e. **Dam Management** – John Steber and Andy gave the report. Ralph (Dam Tender) monitors the water level for the lake and Andy is doing back up checks, as well. The spring run-off is now over and was managed effectively by Ralph. This Thursday, May 26th, at 6:00 pm, a meeting for Small Dam Operators is being held in Pelican Lake. John Steber, Ralph and Andy are planning to attend.

Coordinator Position updates

1. **Citizen Lakes Monitoring Network** –Andy Joswiak reported everything is set to go for the 2022 season to provide the readings on the water quality. Andy gave the commissioners an overview of the process for this activity. The Post Lakes readings are listed on the state’s reporting site. Phil will look into providing access to those reports through our website.
2. **Website Development** – Phil McGrath reported that Rose and he met with the developer recently to add several enhancements, primarily for filing documents in an efficient manner. Phil owes the board a response to where the Lake Management Study is referenced on the site.

New Business –

1. Upper Post Lake, South Shore Boat Landing Improvements Project. John Steber led this section for discussion. In a general discussion at the start a couple points were made, worth noting. The Town of Elcho owns the Boat Landings on Upper and Lower Post. The PLP&RD manages these boat landings. This will have an impact on the way the grant monies awarded for this project, will be processed and the way contracts are awarded and invoices paid.
 - a. Exact details are still to be work out between the PLP&RD and Town of Elcho on these process. We believe contracts and grants will be awarded to the Town of Elcho. PLP&RD will manage the project. Jeff McKinney is our lead for the Town of Elcho and will take the lead on creating a workable process with them. Ann Loechler is our DNR contact; John Steber is working directly with Ann.
2. As of today, two grants have been awarded: Federal (\$113,500) and State (\$141,831). The Federal grant is tentative because it requires additional information, which is to be gathered by an engineering firm.
3. Consideration for proposal from MSA Professional Services of Stevens Point, WI
 - i. MSA submitted their proposal for the initial phase of the project, addressing the requirements to secure the final approval for the Federal grant. The cost for the MSA proposal is \$15,400. Their report will be delivered to us by end of July, in advance of our annual meeting. Therefore the timing is good.
 - ii. John Steber made a motion: “The PLP&RD recommends to the Town of Elcho that MSA Professional Services of Stevens Point, WI be hired to provide the professional engineering services for renovation of the Upper Post South Shore Landing and that, the Post Lake Protection and Rehabilitation District will be responsible for paying any cost not covered by the Town of Elcho’s, RBF grant, that was awarded by the State of Wisconsin. This motion carried.

- iii. Tim Prunty pointed out we will need to get a handle on the total financing, so we can determine the total expected amount the district will need to borrow. Steve Brettingen estimated we will be borrowing somewhere between \$70,000 and \$100,000 to complete the project.
 - 1. The report from MSA will put clarity around the project, so costs can be better determined. An example, is do we install pit toilets versus porta potty. Decisions like that will be possible after the MSA report.
- iv. We plan to submit a motion at the District's Annual meeting (August 6th) addressing the projects total funding, including the amount to be borrowed.
- Annual Newsletter
 - i. The district will use Clermont Printing of Antigo to process and send the newsletter. The deadline for submitting content to John Steber and Phil is June 30th. The mailing lists for the Lake District residences (from Langlade and Oneida counties) has already been secured. The newsletter will be mailed a couple weeks prior to the August 6th annual meeting.
- **Non-action items that can legally be discussed –**
- **Remaining Meeting Schedule for 2022:**
 - 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
- **Adjourn** This meeting was adjourned at 10:25 a.m.