

**Not Approved**

**Post Lakes Protection & Rehabilitation District  
Commissioners Meeting, June 20, 2022  
Minutes**

1. **The PLP&RD commissioner's meeting** was held at the Upper Post Lake South Shore Boat Landing on June 20, 2022. Chairperson John Steber called the meeting to order at 6:00 p.m. Commissioners present for the meeting: John Steber, Jeff McKinney, Tim Prunty, Andy Joswiak, and Phil McGrath. Phil Kriesel representative from MSA Professional Services was invited on our request. Ralph Eberle was in attendance.
2. **Review of Recent Correspondence.** No correspondence submitted.
3. **Upper Post Lake, South Shore Boat Landing Improvement Project**
  1. The Commissioners met with Phil Kriesel, Representative from MSA, to kickoff the Upper Post Lake, South Shore Boat Landing Improvement project.
    1. This is a 2023 project and all parties are targeting a start date for right after Labor Day, 2023.
      1. Tim Prunty will be the lead with Andy Joswiak to assist for the PLP&RD.
      2. The boat landing property measures 100' by the road. However by the lake it measures only 87'. There appears to be an encroachment on the east side lot line. This project does not include a boundary survey. It will be up to the Town of Elcho (Jeff McKinney) if we engage with the land owner on this.
      3. Because of limited space, the parking lot size will not change. A paved surface, with painted lines will add to the efficiency of the space.
      4. The property size is less than an acre; so MSA will not need a storm water permit from DOT/DNR.
      5. There will be a shore interface that the boat landing dock will connect to via the transition plate.
      6. The design is for a single ramp, 5 blocks will be placed into the water, extending 40' in length.
        1. Four panels at 15% grade; the last panel at 10% grade, 14' width and there will be a painted white line to guide everyone. Placement of the pier will be directly next to the boat ramp.
          1. We asked Phil Kriesel if the width could be increased to 15'. He will see if that is possible.
        2. The construction will take place in a dry setting, made possible via tarp bags.
        3. To mitigate the annual ice push, an 8' long sheet pile will be installed. MSA has had success using this methodology.

7. We are planning for a concrete slab for placement of a portable toilet.
  8. It was confirmed the street light at the landing is currently working. A street light will be included in the final plan for the project; placement might change.
  9. There could be limited tree removal or tree trimming to accommodate the back hoe needed for the construction.
  10. Jeff McKinney will provide existing surveys of the property to MSA, as needed.
  11. MSA plans to send out a request for bid on the project sometime during the January – April 2023 time frame. Phil has two contractors in mind in the area because they have the inflatable bags, allowing for a dry work project, a requirement from his perspective.
  12. Invoicing procedures: Phil referred to it as a “Memorandum of Understanding” between the Town of Elcho and the PLP&RD for the project. Because The Town of Elcho-will receive the grant payments, MSA invoices will be sent to the Town of Elcho for payments and the Lake District will be responsible for the cost sharing payments. The Town of Elcho is the sponsor of the project and the Lake District is the manager of the project.
  13. MSA will complete a preliminary design by August 6<sup>th</sup>, in time for the PLP&R annual meeting. The MSA survey work will begin on June 27<sup>th</sup>.
4. Non-action items that can legally be discussed –
    1. None
  5. Remaining Meeting Schedule for 2022:
    1. August 6, 2022, at 9:00 a.m.in the PLIA Building – Quarterly and Annual
    2. December 3, 2022, at 9:00 a.m.in the PLIA Building – Quarterly
  6. Adjourn
    1. This meeting was adjourned at 7:15 p.m.