

Not Approved

**Post Lakes Protection & Rehabilitation District
Commissioners Quarterly Meeting, February 4, 2023
Minutes**

1. **The PLP&RD commissioners' quarterly meeting** was held at the PLIA Building on February 4, 2023. Chairperson John Steber called the meeting to order at 9:07 a.m. Commissioners present for the meeting: John Steber, Jeff McKinney, Tim Prunty, and Phil McGrath. In the audience was Suzie Rabideau, who joined via Zoom (no audio).
 - A. **Approval of previous meetings Minutes:** December 10, 2022 Quarterly commissioner's meeting – The Minutes were distributed to the commissioners in advance. Edits 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. Year to date balances as of December 31, 2022: \$190,663.25 for Total Assets; \$190,663.25 for Total Liabilities & Equity; \$104,365.30 Total Income; 33,747.95 for Total Expenses.
 - B. In the discussion that followed, Tim said that in December we received the distribution of the BCPL loan for the Boat Landing Improvements, \$100,000.00. It is listed in our Financial Position report, under Long Term Liabilities, Note Payable (NP) – Capital Improvements.
 - C. The Profit & Loss Budget Performance report shows variance between Actuals to the Budget. This is a result of the Boat Landing project; budgeted to hit the books in 2022, but will not happen until 2023. Tim noted that the district's total expenses for 2022 were close in comparison to the district's annual tax levy, adding credibility to the budget.
 - D. A motion to accept the Treasurer reports was approved.
5. **Old Business**
 - A. None discussed
6. **Committee Reports**
 1. Boat Landing Committee – John Steber led the discussion to review the submitted bids for the Upper Post, South Shore Boat Landing Improvement Project and to provide a recommendation to the Town of Elcho for the winning bid.
 - A. It was noted that three of the five bids received were relatively close in dollar amount. Timing for the project was not required with these bids. The calendar discussion takes place with the company submitting the winning bid.
 - B. John reported that this past week Faith Murray from the DNR office notified us that the Federal Government program, "Build America Buy America Act" could have an impact on the bid because American products must be used, notably steel. We did not ask for this in the bid. A final ruling on this issue is

pending at the time of our meeting. Tim Prunty commented that from his past experiences a Change Order could accommodate new requirements, if needed. Therefore, we agreed to go forward issuing our recommendation to the Town of Elcho.

C. Two Motions were made as recommendations to the Town of Elcho:

1. Bid for Construction – A motion was made and seconded that the PLP&RD recommends that the Town of Elcho accept the low bid from Musson Bros. Inc., of Rhinelander Wisconsin, for the reconstruction of the Upper Post South Shore Boat Landing, in the amount of \$278,449.79 and that the PLP&RD will accept responsibility for any additional cost associated with the Federal governments, Build America Buy America Act. Motion carried
2. Construction Services - was made and seconded that the PLP&RD recommends that the Town of Elcho accept the MSA Amendment number two, for construction services in an amount not to exceed \$10,000.00. Motion carried.

D. Tim Prunty commented that the district’s plan for financing the project is solid. Based on these two motions, the district would draw approximately \$86,000 from the BCLP loan.

2. **Lake Management Committee** – No report given

3. **Weed Harvesting** – No report given

4. **Lake Safety** – No report given

5. **Dam Management** – No report given

6. **Coordinator Position updates**

A. **Citizen Lakes Monitoring Network** – No report given

B. **Website Development** – No report given

7. **New Business** –

- A. Phil McGrath led a discussion on retaining records from email correspondence amongst board members. John Steber asked Phil to looking into this so the PLP&RD work is fully transparent. Phil and Rose Prunty started work on evaluating alternatives to doing this. It could be setting up a PLP&RD email for each position on the board, via a “.gov”; Google Works or other system. Phil committed to presenting a plan to be reviewed by the board, at our next meeting.

8. **Non-action items that can legally be discussed** –

A. None

9. **Next Meeting**

- i. PLIA Building, starting at 9:00 a.m., March 18, 2023

10. **Adjourn** This meeting was adjourned at 10:05 a.m.