

Not Approved

**Post Lakes Protection & Rehabilitation District
Commissioners Quarterly Meeting, March 18, 2023
Minutes**

1. **The PLP&RD commissioners' quarterly meeting** was held at the PLIA Building on March 18, 2023. Chairperson John Steber called the meeting to order at 9:06 a.m. Commissioners present for the meeting: John Steber, Tim Prunty, John Raisleger, Andy Joswiak and Phil McGrath. There were 7 attendees, including Ralph Eberle (Dam Tender), Al Wendorf (PLIA President), Jerrett Praske (Sunset View), Dick McNutt, Mike Paikowski, Dave Curran, and others.
2. **Approval of previous meetings Minutes:** February 4, 2023 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.** Correspondence submitted:
 - A. An email was received from Kathryn Ream, Shoreland Specialist, Langlade County Conservation Office. She is available for consultation on shoreline projects and can be reached at her county office.
 - B. An email exchange between PLP&RD Chairperson John Steber and Terry Rumpel was presented to the Board. Mr. Rumpel owns property adjacent to the channel and was inquiring about adding additional Slow No Wake signage/buoys in the channel. In the email exchange, John explained where signage/buoys were presently provided. He explained that the Board's position has been that adding additional buoys in the channel would be confusing as to where the Slow No Wake ends. As it is now, the Slow No Wake begins at one buoy and ends at the other. It was also explained to the Board that any additional buoys would have to be approved and permitted by the DNR and that there is a question of who the proper governing body is, for the placement of buoys. The Lake District can be the proper governing body only if, the Towns of Elcho and Schoepke grant the Lake District that authority with a resolution. It was also noted that the Slow No Wake ordinances were passed by the Town of Elcho and the Town of Schoepke. No action was taken at this time.
 - C. Wisconsin Lakes and Rivers conference is coming up April 19 -21, in Stevens Point. Through the PLP&RD there are funds available to cover expenses for attending. Those interested should contact John Steber for further details on expense reimbursement.
4. **The Treasurer's report** was presented by Tim Prunty, Treasurer.
 - A. From the Statement of Financial Position the year to date balances as of February 28, 2023: \$178,649.48 for Total Assets; \$178,649.48 for Total Liabilities & Equity; \$85,531.07 for Total Income; \$26,927.49 for Total Expenses; \$58,603.58 for Net Income.

- B. Upper Post (UP) South Shore Boat Landing project:
 - i. Income - Included is the Lake Study Grant (\$255,330.00) and Loan Proceeds (\$100,000), the dollars available for the UP South Shore Boat Landing project.
 - ii. Expenses - Capital Expense –Other (\$374,000) budgeted for the UP South Shore Boat Landing Project. (\$21,200) spent year to date. Tim commented, the total cost for the project is estimated at \$340,000, which includes a 10% contingency. Tim stated we are in good shape financially on the project.
- C. Other sections of the report were presented without comment.
- 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 providing an update on the UP South Shore Boat Landing Project. The project is moving forward without delay. It is currently in the phase where paper work and approvals are being processed between the Town of Elcho, DNR, MSA and Musson Brothers. After this phase is completed, timing for the project will be discussed with MSA and Musson Brothers.
2. Tim Prunty led a discussion for setting a PLP&RD approval process for payment of invoices, prior to the Town of Elcho issuing the payment.
 - A. A motion was made stating, “For the UP South Shore Boat Landing Project, Tim Prunty, Steve Brettingen and John Steber will review and approve all invoices prior to payment by the Town of Elcho.” The motion carried.
3. Al Wendorf (attendee) pointed out that in its current state the UP South Shore Boat Landing is not usable, the result of ice damage over this past winter to the ramp. John Steber will work through fellow board member Jeff McKinney, to ask the Town of Elcho to address repairs needed to make the boat landing operable; at least until the construction project is underway. The Town of Elcho as already placed a warning barricade by the damaged ramp.
4. Andy Joswiak is looking into purchasing a larger cash box for the South Shore Boat Landing.
5. **Lake Management Committee** – No report given
6. **Weed Harvesting** – John Raisleger reported he anticipates following the previous year’s schedules for weed harvesting in 2023. Maintenance on the equipment will take place in the next couple of months. He is getting the list of volunteers together and plans to launch the harvester sometime in June.
7. **Lake Safety** – Andy Joswiak reported everything is set to go for buoy placements in the spring. No additional buoys are needed for the UP Boat Landing project. The project team, (MSA & Musson), should address those needs.

8. **Dam Management** – John Steber reported operations of the dam are proceeding normally, with no issues to bring to our attention. Ralph Eberle (Dam Tender) was in attendance.

9. **Coordinator Position updates**

- A. **Citizen Lakes Monitoring Network** – Andy Joswiak reported there is no activity until July August.
- B. **Website Development** – The annual invoice (\$240.00) for maintenance was recently submitted for payment. Andy Joswiak reported he received a security warning when down loading a document. Rose Prunty will review and get back to Andy.

10. **New Business –**

11. Phil McGrath led a discussion on creating dedicated email accounts for commissioners to ensure open records requests and provide full transparency on all correspondence conducted on line.
- A. Phil and Rose Prunty are working with Greg Kimmes, G-Force on this project. They reviewed the “Wisconsin Public Records Laws Compliance Guide”, which recommends for government organizations similar to PLP&RD, to have a procedure for capturing email records. In addition the Attorney General’s office recommends a ‘.gov’ email be used.
 - B. An annual estimated expense of \$1,000.00, covers setting up and maintaining 10 dedicated emails; (7 board members, 3 volunteers). The administrator, Rose Prunty, has access to everyone’s email in a central location. Emails are assigned by board position and the email stays with that position, when there is a board member change. The transition is targeted to be completed by the district’s annual meeting in August.
 - C. Those in attendance were asked to comment on the plan. All comments were positive, acknowledging this is a good enhancement for the board.
 - D. A motion was made to authorize Phil McGrath to pursue the development of a ‘.gov’ unique email for each board member and create a Google Workspace for the district, at an annual cost of \$1,000.00. The motion was approved.

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

- A. The deadline to submit articles to Al Wendorf for the PLIA’s Spring Newsletter is April 15th. Suggested topics included John Raisleger on Weed Harvesting, John Steber on the timing for the UP South Shore Boat Landing and Andy Joswiack on shoreline lighting.
 - i. Andy commented that some properties now have bright lights on their shore line and these lights, in some cases, are left on all year long. This can be disturbing to other residents. There is guidance published by the state on the maximum allowed brightness for these lights. Andy will research and write an article for the PLIA’s spring newsletter.

13. Next Meeting

A. PLIA Building, starting at 9:00 a.m., May 20, 2023

14. **Adjourn** This meeting was adjourned at 9:51 a.m.