

Spring Brook Watershed Lake Management District Approved Minutes
Monday 6:30 PM on 18 January, 2021,

Organizational Meeting Order of Business:

6:30 PM Call Meeting to Order: Meeting called together at 6:32 PM. Commissioners in attendance included Peter Topczewski, Jim McNelly, Casilynn Hansen and Dan Bell. Citizens in attendance included Bruce and Cherie Pritzlaff, Bobbi and Brian Psicuhulis, Chris Champaigne, Molly Bell and Karen McNelly. Jim McNelly asked Peter Topczewski if he would serve as interim chair to start the meeting. Pete agreed to fulfill that role.

Meeting was called to order by Chairman Topczewski at 6:32 PM

Post Annual Meeting Actions Review

- Review role of commissioners per Wis. Stats Chapter 33. Jim McNelly briefly went over the role of the officers paraphrasing Wisconsin Statute Chapter 33 which governs Wisconsin management districts.
- Elect officers to perform chair, secretary and treasurer functions. Jim McNelly made a motion to keep the current slate of officers with Peter Topczewski serving as chair until the annual meeting in 2021. This motion was second by Topczewski and unanimously approved.
- Review approved 2021 budget. Tabled until next meeting.

Open Forum (Citizens should raise their hands when they wish to speak during this segment):

Molly Bell stated that she would serve on a committee to develop a request for bids to perform the engineering for the dam failure analysis, the 10 year dam owners inspection, which is due in 2021, and the spillway capacity determinations.

Correspondence: Secretary McNelly reported they he had received correspondence from the Wisconsin Department of Revenue to establish the tax levy. He replied to the request for information, resulting in the appropriate tax for SBWLMD received by residents in their tax bills. McNelly also received a letter from DNR Dam Safety Engineer Michelle Hase informing SBWLMD that the 10 year dam inspection is due and must be performed by a certified engineer during 2021.

Secretary's Report:

- Review and approve the Secretary's report for the 15 June 2020 meeting. Motion by Casilynn Hansen to approve minutes as written. This motion was second by Topczewski and unanimously approved.
- Review the 22 August 2020 Annual Meeting Draft minutes. No comments received. These draft minutes will be taken up for action at the annual meeting in autumn 2021.

Treasurer's Report:

- Review 1 January 2021 Treasurer's report and tax levy receipts. A motion was made by Topczewski to accept the treasurer's report dated 1 Jan 21 as written. The motion was second by McNelly and unanimously approved. SBWLMD assets total \$44, 277.47 as of 1 Jan. 21. Transactions since the last meeting included a \$904.07 deposit of taxes by Waukesha County and \$21.34 of interest earned. No expenditures occurred during this time.

- Review interest earning options for SBWLMD assets. Treasurer Hansen reported that interest rates on our current saving in the State of Wisconsin Investment Board (SWIB) are low, however rates on CD and other bank savings accounts are also low. Due to the conservative nature of the SWIB she recommends that we continue to hold assets in this account. No action taken as other investment options may not be as secure.
- Take action on bills. No bills received during this period.

Select Commissioner to Fill the Remaining Vacancy of Sue Kincaid Sims

- Secretary McNelly reported that Bruce Pritzlaff had expressed interest in serving as a commissioner. McNelly and the commissioners had not received any other inquiries on this posted commissioner position. McNelly asked if any of the citizens in attendance were interested. No one else was interested. McNelly made a motion to appoint Bruce Pritzlaff to serve a vacated term as commissioner from 18 January 21 until the annual meeting in 2023. The motion was second by Topczewski and unanimously approved.

Watershed and lake information, dam maintenance and future needs discussion:

- Dam failure analysis and secondary spillway calculation (using FEMA data) and 10 year owners inspection. Molly Bell agreed to serve on a committee to develop a request for bids to perform engineering to complete the identified engineering requirements. Topczewski indicated that Waukesha County had recently completed engineering on the State Highway 83 bridge above the outlet to Willow Springs Lake. Karen McNelly indicated that Karen Braun of the Waukesha County Highway Department had additional stream discharge and flood modeling data for the lower watershed.

Chair Topczewski asked to table the remaining items on this agenda topic due to the zoom time schedule. Items tabled.

- Dam maintenance activities – evaluate options for primary spillway signage – enclosure.
- Public use and accessibility areas review (See attached map of watershed area)
- Invasive species update for the Spring Brook watershed.
- Update on the open water recreational use survey (survey monkey)
- Water quality update and general lake conditions.
- Nuisance animal update.
- Fish management update and winter ice fishing and recreation survey

Legislative Update – Town/County/State: Nothing to report

Select dates for future meetings: Secretary McNelly directed to send out a tentative meeting schedule to the commissions to set the next meeting.

Adjournment: Motion by Chair Topczewski to adjourn at 6:55 PM. Motion was second by McNelly and unanimously approved. Meeting adjourned.

Minutes approved at the 22 March 2021 SBWLMD Meeting