

**Spring Brook Watershed Lake Management District Agenda**  
**Mukwonago Town Hall**  
**W320 S8315 Beulah Road**  
**Monday 29 January 2024 at 6:30 PM**

**6:30 PM – Call Meeting to Order:**

**Open Forum:**

**Correspondence:**

**Secretary's Report**

- Review and act on Secretary's 11 September draft minutes – attached.

**Treasurer's Report:**

- Review and approve Treasurer's Report dated 31 Dec 23- attached
- Review interest earning options for SBWLMD assets.
- Take action of bills.

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

- Update on Municipal Dam Grant - Act on on DNR grant reimbursement.
- Review standing dam orders and decide how to complete require bench mark survey.  
Review recent dam maintenance and plan for maintenance activities.
- Update on Dam Failure Analysis and Waukesha County flood plain ordinance revision.
- Water quality and general lake conditions.
- Nuisance animal update.
- Fish management update.

**Legislative Update Town/County State:**

**Select dates for future meetings:**

**Adjournment:**

Posted 25 January, 2024 Waukesha County [Countyclerk@waukeshacounty.gov](mailto:Countyclerk@waukeshacounty.gov), Genesee and Mukwonago Town Halls and websites, Waukesha County Parks Rebecca, Waukesha County Invasive Species Coordinator, DNR Lakes Heidi Bunk and SEWRPC Chief Biologist Tom Slawski

**Spring Brook Watershed Lake Management District Draft Minutes**  
**Mukwonago Town Hall**  
**W320 S8315 Beulah Road**  
**Monday 11 September, 2023 at 6:30 PM**

**6:30 PM – Call Meeting to Order:** All commissioners present except Peter Topczewski. Citizens in attendance included C. Pritzlaff, K. McNelly-Bell, B. Conners, M. VanWinkle, B. Zylka, B. Psicuhulis, A. Guy and Officer Essington of the Town of Mukwonago.

**Open Forum:** Brian Psicuhulis requested that the prohibition of motor vehicles used for recreation on the dike be posted in the minutes, so all residents are aware.

**Correspondence:** Secretary McNelly reported that the DNR dam engineer Michelle Hase approved the work completed on the dam, which allows for SBWLMD to apply for reimbursement of costs.

McNelly also reported that Waukesha County has adopted the flood plain revisions that were identified in the Laitsch Dam dam failure analysis. This ordinance and map can be reviewed on the Waukesha County website as ordinance 178-0-036.

McNelly reported that Wendy Soleska DNR grant specialist approved our grant reimbursement request and will process it after receiving the necessary vendor identification information.

**Organizational Meeting – Election of Officer – Chair, Secretary and Treasurer**

- Review role of commissioners, officers and Lake District responsibilities per WI Stats chap 33. A motion was made by Pritzlaff and second by Bell to retain the current slate of officers for 24.
- Review the function and roles of the lake district and its' authority.
- Review initial draft of SBWLMD Annual Meeting Minutes from 19 August 2023. No comments were offered by the commissioners on the draft minutes. McNelly expressed appreciation for Kathryn Bell's assistance in developing these draft minutes for the 2023 annual meeting

**Secretary's Report**

- Review and act on Secretary's 12 June draft minutes. Motion Guy and second by Pritzlaff to approve minutes as drafted. Unanimously approved.

**Treasurer's Report:**

- Review and approve Treasurer's Report dated 31 July 23. Motion Guy and second by Bell to approve treasurer's report as drafted. Unanimously approved.
- Review interest earning options for SBWLMD assets. Treasurer Pritzlaff reported that our investments in the Local Unit of Government Investment Pool is currently earning 5.15 percent interest and recommends that we continue to maintain funds in that account as it is comparable with long term CD rates and much better than our Citizen's Bank savings rates. No objections.
- Take action on bills. Motion Guy and second by McNelly to pay Liberty Outdoors the contract balance of \$6800 for the maintenance performed on the dike. Motion unanimously approved.

- Update on Municipal Dam Grant - Act on DNR grant reimbursement request. McNelly reported that DNR engineer Michelle Hase stated that SBWLMD was the only municipal grant recipient who stayed within the approved grant amount. Motion by Guy second by Bell to direct the Treasurer to request reimbursement of approved municipal dam grant funding.
- Review standing dam orders and decide how to complete require bench mark survey. Ad Hoc Dam Chair McNelly- Bell reported that the bench mark has been located and a simple elevation survey will be required to reaffirm the information on the dam elevation. This will be done in spring 2024 after the vegetation growth goes down over winter.
- Review recent dam maintenance and plan for maintenance activities. McNelly-Bell reported that a work day effort to cut and treat purple loosestrife was completed. She also indicated that a plan to deal with shrubs regrowth on the dike should be done and indicated that several of the contractors who had visited the site suggested that controlled burns might be a way to effectively reduce the amount of shrubs and saplings on the dike. Log that remain on the toe of the dike need to be removed as they are effectively preventing growth of desirable grass cover which prevents erosion on the dike. Motion Guy with a second by Bell to pay a \$50 stipend to Brent Zylka to offset his fuel/equipment cost upon removal of the logs. Motion unanimously approved.
- Update on Dam Failure Analysis and Waukesha County flood plain ordinance revision. McNelly-Bell reported that the Waukesha flood plain ordinance 178-0-036 restricts development of residences within the area that could be impacted by a dam failure of the Laitsch dam, which created Willow Springs Lake. This will also be represented on Waukesha County's flood plan maps and on the Federal Emergency Management flood maps.
- Water quality and general lake conditions. No updates.
- Nuisance animal update. Brian Psichulis reported that no burrows were observed around the dike, however beaver have been observed swimming in the lake.
- Fish management update. Bell reported that the DNR will not stock northern pike in the lake during 2023 as the genetic strain of northern in the state hatchery system is not appropriate for the lake. Dan also indicated that the DNR fishery biologist would authorize a private stocking permit for 10 fingerling per acre, if an appropriate strain of northern can be found.
- Review SBWLMD policy regarding permitted use of motorized vehicles the dike. Officer Essington explained that Town of Mukwonago Ordinance requires owner's permission to operate ATVs or dirt bikes on properties with the Town. The SBWLMD commissioners reiterated that no motorized vehicles may be operated on SBWLMD property except for maintenance equipment specifically approved by the board of commissions and official emergency response vehicles.

**Legislative Update Town/County State:** Nothing

**Select dates for future meetings:** Next meeting tentatively set for December 2023 to process municipal dam grant reimbursement.

**Adjournment:** Motion Tim with a second by Bruce to adjourn at 7:47PM. Motion unanimously approved

Minutes drafted by Secretary James McNelly

