

Spring Brook Watershed Lake Management District Draft Minutes

Monday 6:30 PM on 22 March, 2021,

**This virtual meeting and the following notice meet Wisconsin open meetings law.
Mukwonago, Wisconsin 53149**

Order of Business:

6:30 PM Call Meeting to Order: The meeting was called to order at 6:30 PM by Chairman Peter Topczewski. All Commissioners were present. Residents in attendance included: Chris Champaigne, Cherie Pritzlaff, Doug Culbert, Tim and Ann Guy, Kathryn Bell and Karen McNelly.

Open Forum (Citizens should raise their hands when they wish to speak during this segment):
No citizen input received.

Correspondence: Secretary McNelly reported that correspondence included:

- 12 Jan 21 – Letter from DNR Water Management Engineer informing SBWLMD that a 10 year engineer certified inspection is due in 2021.
- 25 Feb 21 – Letter from the WI Dept. of Revenue requesting any boundary changes for SBWLMD. McNelly replied to DOR that no boundary changes occurred during 2020.
- 2 Mar 21 BITCO Auditor Bryon Mirocha sent an email requesting payroll and municipal function information for SBWLMD for the period Jan 20 thru Feb 21. McNelly verbally responded to their audit.
- 10 Mar 21 BITCO sent an invoice for workers compensation insurance premium for SBWLMD. McNelly and Treasurer Hansen called the agent to inform them that SBWLMD would be acting on this matter at this meeting.
- An undated BITCO letter reminding SBWLMD to report workers compensation claims was received.

Post Annual Meeting Actions:

- Review approved 2021 budget. McNelly and Hansen briefly described the budget lines and budget totals for 2021.

Secretary's Report:

- Review and act on the attached Secretary's draft minutes for the 18 January 2021 meeting. Motion by Topczewski to approve minutes as drafted. The motion was second by Hansen and unanimously approved.

Treasurer's Report:

- Review March 2021 Treasurer's report and tax levy receipts. Treasurer Hansen report that as of 23 Mar. 21 SBWLMD assets totaled \$40729.64. Earnings reported since 7 Jan. 21 included \$9.19 in interest earned and \$3510.44 in tax revenues. Motion by Topczewski to approve the treasurer's report as submitted. The motion was second by Commissioner Dan Bell and was unanimously approved.
- Review interest earning options for SBWLMD assets. Treasurer Hansen reported that the interest rates for the LGIP assets have been low. However the only other options for interest earnings, CDs in local banks are generally about the same and required tying up assets for 1-3 years at interest rates of 0.1 to 0.35 percent, respectively. Hansen recommending staying the course with the majority of our assets maintained in the LGIP. No additional discussion or options recommended.

- Take action on bills. A bill from BITCO for \$516.00 for workers compensation insurance. A review of the premium indicated that SBWLMD paid \$517 last year for workers compensation and the lowest premium for workers compensation was \$513. These rates are effectively established by the State based on the payroll records of each lake district. Motion by Topczewski to approve payment of \$516 for workers compensation insurance. The motion was second by Hansen and unanimously approved.

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

- Dam failure analysis, secondary spillway calculation, 10 year inspection committee. A brief discussion of these required activities occurred. Chair Topczewski reported that much data is available for these activities – STH 83 and Saylesville Road Bridge calculations and the recent lower Fox River FEMA study. Chair Topczewski called for volunteers to serve on a committee to develop recommendations on requests for bids for engineering services to perform these activities. Kathryn Bell, Chris Champaigne and Cherie Pritzlaff volunteered to serve with a goal of developing a plan to secure engineering services by our May meeting.
- Dam maintenance activities for spring – evaluate options for spillway signage – enclosure. McNelly reported that a group of residents performed an owners inspection of the dike and spillway structures on 22 Mar. 21. Several rodent burrows were located and three areas of significant brush were marked for restoration to turf. Hansen reported that she had attended a virtual meeting regarding management of lakeshore areas. The training emphasized the importance of maintaining the shore area in a natural state and to keep shrubs and tree saplings in control on dike areas. Pritzlaff indicated concern with the weir security. Topczewski recommended that the committee contact the DNR for their recommendation and there are hundreds of these type of structures around the state. McNelly reported that he had contacted the Town of Mukwonago and Waukesha County to see if they might be interested in performing the mowing of shrub/saplings under an intergovernmental agreement. McNelly indicated he would attempt to get cost estimates and asked if others had potential contractors or others who could perform this type of activity. Heavy equipment should not be operated on the dike until later in May due to wet unstable conditions.
- Public use and accessibility areas review. McNelly distributed a map with a legend identifying the areas around Willow Spring Lake which are open for public use and briefly described public navigation law. That map was posted with the agenda.
- Update on the open water recreational use survey (survey monkey). Hansen reported that only one response on the survey has been received since our January meeting. A total of 17 completed surveys have been provided since May 2020. In general favorable comments regarding the lake were provided by respondents.
- Water quality update and general lake conditions. Excellent water clarity was reported.
- Fish management update and winter ice fishing and recreation survey. Bell reported that the DNR plans to do an electro-fishing survey of Willow Spring Lake in May 2021. McNelly reported that a preliminary set of data has been prepared for the ice fishing season.

Select dates for future meetings:

Adjournment: Motion by Topczewski and second by Bell to adjourn at 7:40PM. The motion was unanimously approved.