

FRIENDSHIP LAKE DISTRICT
COMMISSIONERS BOARD MEETING
THURSDAY JANUARY 10, 2019
ADAMS COUNTY COMMUNITY CENTER
569 N. CEDAR STREET
ADAMS, WI 53910

THE AGENDA IS AS FOLLOWS:

1. **Call Meeting to Order:** The meeting was called to order by Chairman Bob Berry at 5:35pm. In attendance were Commissioners Karen Pokorny, Tina Meinen via Skype, Ron Johnson from the Town of Adams, Lee Parlow from the Village of Friendship, and Rick Pease from Adams County. Steve Van Etten is no longer the representative from the Town of Preston, Matt Morrow is the new representative and in attendance. Bob welcomed Matt back as he was the Town of Preston representative previously for many years. Bob also introduced Sam Peterson from Adams County Land and Water. Sam is the new Water Resource Specialist for Adams County Land and Water Department. There were approximately 10 district members present.

2. **Review and Approval of the Minutes from the November 6, 2018, Commissioners Board Meeting:** The minutes from the meeting of November 6, 2018, were reviewed. A motion was made by Ron Johnson to approve the minutes and seconded by Rick Pease. The motion carried unanimously.

3. **Review and Approval of the Treasurer's Report:** Tina presented her report through Skype. Tina stated that our Now Checking account has a balance is \$836.48, the Money Market balance is \$68,236.44. Tina explained that a CD investment matured at the end of November and that was not extended, so the balance in the money market also includes the approximately \$16,000.00 from that transfer. Tina said that the goal was to have that money available for the construction of the harvester ramp planned for 2019. Friends of Friendship Lake Fundraising account has a balance of \$4,492.60, giving a total amount of \$73,565.52. The dam mortgage balance is currently \$104,076.38. We currently owe \$44,558.59 to our line of credit which is an interest only note, renewing on May 1, 2019. The line of credit has been used to pay to Ayres Engineering for ongoing work. Tina reviewed the profit and loss report and noted that special charges have begun to arrive with a first check received in the amount of \$88.80.

Tina said the accounts have earned some interest income in the amount of \$11.90. Expenses paid out include renewal of our ad in the Adams County Vacation Guide for \$399.00, along with miscellaneous expenses such as office supplies, legal fees, monthly IT services, and Alliant Energy. Tina did explain that our lake district was billed for special charges for properties the district owns. These parcels, including the dam, were assessed tax-exempt in 2018. Tina explained that when she submitted the list of properties for special charges to Adams County, she forgot to remove our parcels from that report. Tina said that the money paid will be returned through special charges this year, so no loss to our district, and will not be reported for special charges in the future. Lee Parlow questioned an amount listed under cost of labor in the amount of \$27,550.00. Tina explained that this was not for employees or payroll, it was for payments made to Ayres Engineering through the line of credit. Lee also asked about the CD that matured and is now included in the money market. Tina confirmed that she believes that this money was earmarked in 2013 to be used for the harvester ramp. Karen Pokorny made a motion to approve the treasurer's report and was seconded by Ron Johnson. The motion carried unanimously.

- 4. Friendship Lake Dam Update:** Bob reported Ayres Engineering has begun the bidding phase of our agreement for the DNR Municipal Grant. Bob said that there are two copies of the final specs and report available tonight for anyone to look at and review. Bob explained that the bid will be published in the Times Reporter in the next two weeks. The bid will be placed on a contractor's web site on Monday January 15, 2019. On January 28, 2019, there will be a non-mandatory time around 1:00pm, for the contractors to come and inspect the dam. The bids must be presented to us by 11:00am on February 13, 2019. Any bids received prior to that date and time must remain unopened. Bob said the bid opening will take place at the Adams Community Center on that date. In following the guidelines for the grant, the bids will be read out loud, cover page recorded, and then closed and sent onto our engineer Peter Haug for review and oversight. After Ayres Engineering reviews the bids to make sure they are complete, they are then sent onto the DNR Municipal Dam Grant Division for review. The DNR will award the work to the LOWEST QUALIFIED BIDDER. Peter predicts that we should know who the contractor will be around the beginning of April. Bob said that in the past there has been much discussion as to when is the best time to have the repairs completed. In his understanding of the process which first determines the contractor in April, then that contractor needs to plan the job, including the manufacturing of the gates and replacement components, we would be looking at a draw down and repairs scheduled for late summer or early fall. In that case the plan is to enjoy the lake through at least the 4th of July, beginning the potential draw down after that time. We know that it takes approximately four weeks to complete the full draw down of the lake. The board has decided it would not be in our best interest of the district to hire employees to provide any weed harvesting in 2019 with a full draw down of the water needed. Monies saved would be best put towards repairs not covered in the grant, such as electrical upgrade, windows, fencing, etc. Lee Parlow said it is very important that the Village of Friendship be informed to the exact timeline of draw down.

Lee said that The Village has budgeted money to update the public boat launch, pier, and add a boat washing station to the beach area. Karen did state she will make sure Lee and the board is kept updated to the schedule. Bob said that it is also important to get the harvester ramp constructed during draw down. Tom Steiskal had questions regarding Adams County, the Village of Friendship, and the DNR with the shoreline zoning and specific permits that will need to be approved for the work at the dam. He shared his concerns wondering who pulls those permits and makes sure we are not left with any problem getting this approved. Bob said to the best of his knowledge and since this is a State of Wisconsin DNR Municipal Dam Grant, the contractor is responsible to apply for the permits needed to perform the work. Bob thanked him for a great question and in our meetings with the engineer and awarded contractor, will make sure that is all clarified. Bob said that any work not included in the grant, we the Lake District will be responsible for obtaining the permits for the work, such as electrical upgrade, etc. Bob said that he has been contacted by concerned property owners about what happens to the fish in our lake with the draw down. Bob said that we have reached out to Scott Provost at the DNR. He said to contact Jennifer Bergman, the DNR Fish Biologist for Adams County. Karen has heard back from Jennifer informing us that with a full draw down of the lake our lake would be eligible for a potential two-year restocking plan at no cost to the district. Karen will work with Jennifer and report back that plan and progress. Bob said that it is his understanding that the fish will seek out deeper water and can migrate upstream and down stream as the water level lowers.

5. **Report from Friends of Friendship Lake:** Linda Graf was not available this evening to give a report. Karen said that as previously reported, The Spring Fling is scheduled for Saturday May 18, 2019, and the Golf Outing for Saturday August 3, 2019. The lottery dates available from County Market for the Brat Fry's has not been released.

6. **Any Unfinished Business:** Bob and Karen are on the agenda to present the plans for the harvester ramp before the Adams County Board of Adjustment on January 16, 2019. Steve La Vallee is currently researching other grant opportunities for the lake district including monies available from the Waterways grant towards a harvester ramp and replacing the old original harvester. Karen has been in contact with Joe Behlen, DNR representative for Adams County and he is working on providing a letter needed for insurance underwriting with respect to a permanent significant hazard rating for the dam. The DNR is still currently waiting for Adams County Land and Zoning to update their flood plain mapping. Apparently, that department is close to getting that completed. Bill Graf would like to see a committee formed to research purchasing a new harvester. Karen said that once we know if the grant is going forward I think it would be a great idea to form the committee.

7. **Any New Business:** Karen shared a recent request received from Megan Steckelberg, the Conservation Program Coordinator with Adams County Land and Water. Megan is looking for donations towards their Youth Education Committee.

Rick Pease said that he serves on another committee with her and will ask her to clarify this program. Bob would like Karen to place this as an agenda item for the next meeting, March 5, 2019, for discussion and vote. Bob would like to see our lake district help as this type of program falls within our goals of the mission statement for the lake district. Karen will add it to the March agenda.

Karen said the district received a letter from Adams County Lake Alliance with a proposal to replace county board representatives, who are assigned to Lake Districts and are not currently sitting on the Land and Water Committee, with lake citizens. Rick Pease explained that some lake districts feel that they are not getting proper representation from the County Board. Rick said what this means is that they need to have someone on their board from their district who will be working actively with their other board members. Rick explained that some County Board members are assigned to multiple small lake districts. It is sometimes very difficult for those members to get to all the board meetings. So, the proposal is to have someone within their district serve regularly on the board. Karen said in the proposal a few lake districts are exempt from this option, including Friendship. Rick said that he believes as our Adams County Representative and he lives locally that is why we would be exempt. The proposal also said that Friendship Lake District, Jordan, Patrick, Tri-Lakes, and Fawn are already in compliance with the Wisconsin Statutes and do not need to make this change.

8. **Set the Next Meeting Date:** Tuesday March 5, 2019, 5:30pm, Adams Community Center

9. **Adjournment:** A motion to adjourn was made by Ron Johnson and seconded by Karen Pokorny. The motion passed unanimously.

Respectfully Submitted by:

Karen Pokorny, Commissioner Secretary

Friendship Lake District

January 24, 2019