

(Until a separate entity/process is established the Village of Port Edwards will facilitate this meeting)

Agenda

THE NEPCO LAKE DISTRICT INITIAL BOARD OF COMMISSIONERS ORGANIZATIONAL MEETING

Monday April 10, 2023

Board Meeting, Marshall Buehler center, 3:00 p.m.

If you are member of the public and wish to listen, please call the dial in number below and you will be acknowledged. It will be held via ZOOM for the most part.

Join Zoom Meeting

<https://us06web.zoom.us/j/88159457439?pwd=Wkx5OUUpEVjZZVmo0Z0lNUFVTVmI5UT09>

Meeting ID: 881 5945 7439, Passcode: 521595, One tap mobile +13126266799

1. **Call Meeting to Order**
2. **Public Comments**
3. **Approve the Agenda**
4. **Introductions** - What prompted you to be interested in serving on the Board? What talents do you have that will be most helpful the Initial Board?
5. **Elect a Chairperson, Secretary, and Treasurer** – roles and duties to be served until the first annual meeting. **MOTION** to approve the Interim Board positions.
6. **Quick review of responsibilities and standards of conduct.** Reference material to be reviewed prior to the meeting.
 - a) “People of the Lakes” guide. Pages 52-54
https://www3.uwsp.edu/cnrap/UWEXLakes/Documents/organizations/Lake%20Districts/Guide_Chapter5.pdf
 - b) Standards of Conduct for Wisconsin
<https://ethics.wi.gov/Pages/Ethics/StandardsOfConduct.aspx>
7. **Discussion to obtain shared vision on deliverables, assign Leads, and completion timeframe, Notification of local government officials to let them know the district exists**, the WDNR Lakes Coordinator, Wisconsin Lakes Association (<https://wisconsinlakes.org>), and ask the UW-Extension Lakes office to include the district in the statewide directory, the Lake List (www.uwsp.edu/cnr/uwexlakes/lakelist).
8. **Discussion on Communication logistics**
 - Mailing address and contact information for the district and the board members
 - Where does mail and notifications for the lake district get sent?
 - Public meeting notices and displaying meeting minutes
 - Video of meetings?
 - Create an e-mail address for the district (related to creation of website? – see later action)
9. **Discussion on the Establishment of a shared drive to store electronic documents related to the district and review and verify files**

- the district boundary (map) and legal description of the boundary
- list of all property owners within the district (parcel ID, mailing address, contact information),
- documents used to support formation of the district
- Lake management plan
- Permits
- meeting minutes

10. **Discussion on Notification of local government officials to let them know the district exists**, the WDNR Lakes Coordinator, Wisconsin Lakes Association (<https://wisconsinlakes.org>), and ask the UW-Extension Lakes office to include the district in the statewide directory, the Lake List (www.uwsp.edu/cnr/uwexplakes/lakelist).

MOTION to approve the Chairman to craft a Memorandum for the introduction and sending that out via email/mail

11. **Discussion to ensure that a copy of the Wood County Board order to form the district is recorded**, along with a legal description of the district boundary, with:

- the Wood County register of deeds office
- the Wisconsin Department of Revenue
- the Wisconsin Department of Natural Resources

12. **Discussion of a Budget Draft & list of potential funding** sources (ie. DNR, other State grants, Wood County, Municipalities, The Alexander Charitable Foundation, The legacy Foundation)

13. **Potential Resolutions & MOU's** – Pavloskis, DOMTAR, Wood County Park, Village of Port Edwards, Others?

14. **Discuss any Correspondence received**

15. **Schedule next Initial Board meeting**

16. **Set the first annual Lake District meeting date** (required to be between May 22 and September 8)

17. **Consider business items for our next meeting and date / time / place**

18. **Adjourn**

Validated:

Board Chairman- TBD

Board Secretary- TBD

Posted: 6 April 2023, 3pm