

Agenda
THE NEPCO LAKE DISTRICT BOARD OF COMMISSIONERS MEETING
Monday, September 25, 2023
Board Meeting, Marshall Buehler Center, 3:30 p.m. CDT

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://us02web.zoom.us/j/86380489660?pwd=dkE4UVZAzaHFZeDFoTy9sejZnYlVxdz09>

Meeting ID: 863 8048 9660

Passcode: 920672

1. Call Meeting to Order
2. Public Comments
3. Chairman Comments
4. MOTION to Approve the Agenda the August 28 Board Meeting Minutes
5. Finance Report
 - a. Current 2023 Spend to Budget
 - b. Payment of unpaid Bills, MOTION to Approve (see attachment)
6. Old Business
 - a. Update on Memorandums of Understanding (MOAs) and readiness for sending Parcel owner fees to the 3 Municipalities.
 - b. Status of Aquatic Plant Study and future Public Meeting
 - c. Progress on Website Development
 - d. Status of Weed Harvesting storage.
 - e. Legal opinion on Standing Committees and Work Groups
 - f. Zoom Account including process to access recommendations
7. New Business
 - a. Adjust Board Monthly Meeting Week and Day
 - b. When should we set a date for the next annual Meeting
8. Citizen Comments on agenda items or new Topics
9. Comments from Board members
10. Discuss Correspondence received.
11. Confirm business items for our next meeting and date / time / place
12. Adjourn

Validated:

Board Chairman- Eric Hummel

Secretary- Vickie Gukenberger

Posted: Village of Port Edwards website

**THE NEPCO LAKE DISTRICT BOARD (NLD) OF COMMISSIONERS
MEETING MINUTES**

Monday August 28, 2023

Board Meeting, Marshall Buehler Center, 3:15 p.m. CDT

PRESENT

Board members

- Eric Hummel
- Vickie Gukenberger (via ZOOM)
- Lyman Tschanz (via ZOOM)
- Joseph Zurfluh
- Betsy Mancl

Guests

- Larry Isenee via ZOOM
- Tammy Waters – Zoom
- Dave Orcutt – Domtar (on site)

1. Call Meeting to Order

The meeting was called to order by Chairman Hummel at 3:15 CDT.

2. Public Comments – none

- 3. Chairman Comments** - Hummel shared that the NLD is in transition to its next phase. The elected Board is in place. The focus is on wrapping up the 2023-year plans and moving into 2024 initiatives. NLD will soon have its own P.O. Box address (Wisconsin Rapids) and web page. The Village of Port Edwards Municipal Building will continue to be the site to hold the Board meetings at this time.

4. Minutes approval: Approve the Agenda and Minutes from

- a. August 12, 2023, Annual Meeting
- b. August 12, 2023, Board meeting
- c. July 24, 2023, Board meeting

A motion by Zurfluh to approve the three sets of minutes, seconded by Mancl. Motion carried.

5. Finance Report

- a. Current 2023 Spend to Budget: Treasurer Tschanz summarized the status of the 2023 budget year to date. Expenditures equal \$26,106. Note: there will likely be lesser monies spent on compensation due in part to the volunteer efforts of Wasshausen and Manor and harvesting costs resulting from the late start in the season. 2023 monies are yet to be spent on moving the harvesters from the shoreline.

- b. Recalculated 2024 Budget: Tschanz shared that the original 2024 budget approved at the 2023 Annual Meeting was modified based on membership approval at that meeting. The change reflected an increase to both Improved and non-Improved parcels by \$50/year to be designated for Contingency funds. This raised the contingency funds budget from \$3805 to \$14,305 (increase of \$10,500)

6. Update on Memorandums of Understanding (MOA)

MOAs will be reviewed annually. The Treasurer will maintain the MOAs and lead the review process.

- a. MOTIONs to Approve each completed MOA's.

Tschanz presented three MOAs for exempt status for approval by the Board. These MOAs include:

- **Dave and Melanie Dobner** related to the Grand Rapids and Port Edwards boundary within the same parcel.
- **Brian and Elizabeth Nickel** related to the Grand Rapids and Port Edwards boundary within the same parcel.
- **YMCA** MOA – approved in concept but the YMCA Board meeting 8/29/2023 to approve.

A motion by Zurfluh and seconded by Mancl to approve MOAs presented. Motion carried.

- b. MOTION to Approve 1 Year DOMTAR MOA

Hummel provided updates on three other pending MOAs.

- Awaiting signature on **MOA with Developers**. The original MOA had to be amended to note that the harvesters were leased to the NLD and not Port Edwards.
- **Wood County** (3 parcels). Hummel had a conversation with Chad Shooley from Wood County Parks and Recreation. Chad reported that NLD discussions and concept planning for a permanent parking and weed removal site will take place while operations are in place in 2024.
- **Domtar** MOA is still undergoing discussion. A **Motion** by Zurfluh to exempt parcel fees for underwater/submerged parcels for one year.
- An amendment to the motion was made by Tschanz to grant Domtar exempt status for submerged parcels for 2024 with an understanding that a more complete MOA would be developed next year following further discussion. Seconded by Gukenberger. Motion failed.

The original motion passed.

7. Old Business

- a. Update on weed harvesting operations for 2023 including ending date, equipment storage, current known unresolved issues for 2024.
Tschanz shared the following points.
- The current week is the last week of weeds harvesting. Skimming cut weeds floating on the lake will be the focus. John Washausen has returned to his school teaching position. Kayla has obtained new employment.
 - We will continue to explore lake sites to unload cut weeds and storage of harvesters off season.

Hummel shared that a good job was done during this pilot project experience.

- b. Update on Website creation with TownWeb
- Larry Isenee (parcel owner who will be involved with developing web site with TOWNWEB <https://www.townweb.com/>) provided an update.
 - TOWNWEB is ready to work with Larry (and others as appointed) to create the web page pending invoice payment. (See agenda item 7c for request of payment of \$1415)
 - The primary purpose of web site will be news/information sharing, host an email sharing site (i.e., for asking questions or making suggestions) and engaging parcel owners.
- c. Secure ZOOM account
- Gukenberger will investigate ZOOM virtual meeting options including number of administrators, number of meeting participants, meeting lengths, meeting frequency and number of meetings at one time.
- d. MOTION to Approve Mary Beth Peranteau as the NEPCO Lake District Attorney of record.

Ms. Pernaean's name was provided by Tri-Lakes. She is an expert on lake management. A motion by Zurfluh and seconded by Hummel to accept Mary Beth Pernaean as lawyer of record for NLD. Motion carried.

- e. Approve payment of the Bills; MOTION to APPROVE.
- \$328 - Port Edwards - copying and notice
 - \$90 - Vickie Gukenberger - supplies for annual meeting
 - \$1415 - Town Web - website development cost & annual fee
 - \$2678 - Jeff Manor -truck rental, fuel, harvesting supplies

Zurfluh moved to approve the payments of bills noted. Seconded by Mancl.
Motion carried.

- f. NLD mailing address/post office box.

Hummel discuss securing a PO Box with the Wisconsin Rapids Post Office. Two keys would be available. The Chair would maintain one key. It is yet to be determined who would have the second key. The cost is \$176/year.

Gukenberger moved that the NLD secure a PO BOX at the Wisconsin Rapids post office. Seconded by Mancl. Motion carried.

8. New Business

- a. Discussion on process to approve payment of bills going forward as Board meetings become less frequent.

Monthly meetings will be scheduled to accommodate needed bill paying action.

- b. Proposed Board Members extended areas of responsibilities.

Treasurer - Everything Finance (including Payments, Audits, Annual review of parcel classifications & MOAs, and Bank contact, Operationalizing yearly lake maintenance with direction from the Lake Management Study, DNR primary contact

Secretary - Taking Meeting Minutes and drafting summaries, Grants - Donations, Virtual Meeting Operations, Sending Parcel Owner Updates, public notices when required; parcel owner contact info, etc., maintain organization and currency of the shared drive.

Chair - Guiding the strategic direction / mission / priorities of NLD, Lead meetings, Sign Agreements and contracts, Municipality & County Board interaction, Driver on legal matters, Point person for DOMTAR & Pavloski relations, website development.

Wood County Appointee – Updating the County Board and special project advisor

Port Edwards Appointee - Interaction with Saratoga & Grand Rapids Boards, Advocate on Port Edwards Board and special project advisor

Zurfluh inquired about the meaning of special project advisor for appointee board members. Hummel shared that the intent is to use appointed board members expertise and inherent positions to provide insight, behind the scenes work or advocacy for select initiatives or work.

c. Proposed NEPCO Lake District Committees & Work Groups

Standing Committees

Finance
Lake Maintenance
Watershed strategy

"Work groups"

Grants & Donations
Website development
Lake Regulations

Hummel shared that the intent of Standing Committees is to be ongoing, have a “rhythm” to the work of NLD, harbor a level of “authority” as they are appointed by the Board, and would have a Board Member assigned to the committee. As official committees they would need to comply with public meeting notice and records maintenance.

Hummel further shared that “work groups” have a special emphasis or limited task or time frame. They can be appointed by the Chair.

Questions were raised about the membership of committees and work groups. Must they be parcel owners? Board members? Can “specialists” be on committees (i.e., DNR)

Hummel will consult with Peranteau about committee or work group memberships.

9. **Citizen Comments on agenda** items after the Annual Meeting or new Topics

Tschanz inquired about any potential compensation be made to Washausen and Manor for their work on weed harvesting.

Isenee inquired about membership on Watershed Strategy committee. He expressed an interest in being on the committee, emphasizing sediment activity.

10. **Comments from Board members.**

Zurfluh asked about per diem payments for board members. Hummel shared that elected board members have not received a per diem. Providing per diems would need to be a part of the budget and approved at an Annual Meeting. Hummel recommended that the two appointed Board members comply with the per diem currently offered for these kinds of appointments.

Tschanz shared that Sarh Hatlali will have the plant management report/plan to share within 30-60 days. A public meeting will be held. Parcel owners will be informed of the meeting particulars. Special guests will also be invited, i.e., DNR.

11. Discuss any Correspondence received. NONE

12. Confirm business items for our next meeting and date / time / place

It was recommended that a standard monthly meeting time be set for the 4th Monday of the month AT 3:30 CDT. There were some conflicts identified for these meeting times in the months remaining in this year.

13. Adjourn meeting the meeting adjourned at 4:43 PM CDT.

Validated:

Board Chair - Eric Hummel

Secretary- Vickie Gukenberger

Posted: Village of Port Edwards website