

NEPCO Lake District

NEPCO Lake DISTRICT July 24 ,2023 Meeting Minutes

Started meeting at 3pm (1500)

1. Call to order-
2. 5 attendees in person;
 - Betsy Mencl (Village Rep)
 - Lyman Tschanz (Treasurer)
 - Dave Orcutt (DOMTAR)
 - Eric Hummel (Chairperson)
 - Vickie Gukenburger
3. **Public comments on agenda items.** None
4. **Chairperson Comments – The Port Edwards Zoom connection was not operable for the meeting. Our apologies to all those who attempted to virtually join the meeting.** The Chair advocated for focus on the Annual Meeting preparations and summaries, updates of critical business. Think Smart – Move Fast.
5. **Motion to approve the agenda and Approve minutes from 10 July 2023.** Mencl/ 2nd Orcutt, all AYES.
6. **Discussion on the parcel Classification and Possible. MOTION** to approve updated Parcel Classification Definitions version #4 **MOTION** by Orcutt /2nd by Tschanz- Discussion was on the value of Memorandums of Agreement (MOA) for all Exemptions as a matter of record. The Motion was tabled. A Version #5 and MOA Motions will be added the Board meeting immediately following the conclusion of the August 12 Annual Meeting
7. **New Business**
 - Status of updating NDEPCO Lake District master file of parcels included in the district and all parcel information (parcel classification, assessed values, mailing addresses, parcel owner e-mail and phone numbers) was provided to be used as the new master file and will continually be updated.
 - Discussion and Possible **MOTION** on establishing a per diem for Board members. Recommend \$25 per meeting (budget of \$900 per year MAX- 1 meeting a month). The County and Village Representative will be compensated by their government bodies Orcutt / 2nd Mencl. The discussion considered the pros and cons of compensation for Board Members voted by the boundary parcel owners.. The Motion was tabled until the first full meeting of the Board after August 12.
 - **MOTION** to approve partnering with TownWeb to create a NEPCO Lake website. Mencl / 2nd Orcutt. All AYES. Larry Isensel has volunteered to be the lead on the project with Dave Dobner and Kathy Bader volunteering to assist in the website creation and content.

- **MOTION** to approve the Nepco Lake District obtaining a credit card for incidental expenses (fuel, Weed harvester supplies, etc.) and an Kwik Trip Account Card for fuel purchases only **MOTION** by Tschanz/ 2nd Orcutt. All AYES. Parameters of use will be written. The Treasurer will be responsible for writing checks and the Chair will have possession of the charge card. All purchases and payments will be provided for review at Board meetings.
- **MOTION** to approve purchasing a NEPCO Lake District Zoom account. **MOTION** by Hummel/2nd Orcutt. All Ayes to purchase a ZOOM Pro account for a cost of Approximately \$150.
- **MOTION** to approve providing Aquarius with a document naming them as a Beneficiary of insurance payments are made in the case of damages to the equipment rented to the NEPCO Lake District. **Motion** by Tschanz/2nd Hummel. All AYES

8. Old Business

- **Discussion on weed harvesting operations for 2023, including approach to trucking weeds in 2024 and beyond, and approach to expenses to include in 2024 proposed budget.** The Harvesters are operable, equipment has been rented to transfer weeds off the lake and the Mencil Farm and a site in Rome, WI will be used to off load cut weeds. **We have yet to establish locations on the West or East side of the lake to transfer weeds to truck them off the lake. A few areas have been identified and requests made to use parcels for the transfer process. We are awaiting acceptance to use the sites. Weed harvesting can only occur if transfer sites are made available.**
- **Treasurer presented 2024 budget proposal totaling \$72,665.00.** Discussion and **MOTION** to approve the 2024 budget to be presented at the Annual Meeting. Motion by Orcutt/ 2nd Mencil. All AYES
 - Developed- \$400 annually
 - Undeveloped- \$300 annually
- **MOTION** to recommend at the Annual Meeting that the \$60,000 Loan payments be in the form of a Special Charge instead of a Tax Levy charge (by Mill rate) as explained at the July 10 Special meeting. **Motion** by Tschanz/2nd Hummel. All AYES
- The formation of a Committee after the Annual meeting to draft future NEPCO Lake District Regulations for actions not covered in Wisconsin State Statue 33 was discussed as an important document to account for matters specific to the NEPCO Lake District. The formation of an ongoing Committee will be recommended to the Board for implementation.
- **Update discussion of preparations for annual meeting August 12 – location, time, agenda, cost, mailing of notices (an documents to include in mailing), confirm short Board meeting immediately following annual meeting.** The Board discussed

the preparation progress on the agenda, mailers, setup, etc. Actions are all on track including required posting Notices of the Meeting.

9. Approve the Bills; **MOTION** to APPROVE and pay. **MOTION** by Mencl, 2nd by Orcutt, **MOTION** passed. **Motion** to Approve payment of Kayala Rahier every two weeks, \$15.00 per hour; hours to be received by Jeff Manor. Hummel/ 2nd Orcutt All Ayes

- Jeff Manor- Expenses related to weed harvester equipment repairs & operations \$1,728.00
- Jeff Manor Services from Hoffman trucking moving a Harvester \$1,050.00
- Vickie Gukenburger Annual meeting Supplies. \$162.00
- Kayla Rahier Contractor services provided July 12 - 20, 2023 @ \$15 per hour \$405.00

10. **Comments from the Board** – The Board recognized Jeff Manor, Kayala Rahier and John Wasshausen for their tireless effort on the Harvesters to get them in operable condition. Thanks to Vickie Gukenberger and Kim Martin for Annual Meeting logistics.

11. **Schedule next meeting:** Annual Meeting August 12, 2023 @ 9 AM at Bullseye Golf club

Topics:

- Vote on 2024 Budget
- Vote on Loan moved to Special Charges
- Vote on three Board Members
- NEPCO Lake District Board meeting following to appoint Officers, consider Exempt parcel MOAs, and identify time and place of next Board meeting

19. **Adjourn** by Hummel, at 4:31 pm

Validated:

Eric Hummel, Lake District Board Chairman & Acting Secretary

VERSION #4

NEPCO LAKE DISTRICT - Definitions For Parcel Classifications

There are 3 parcel classifications approved for the parcels included in the Nepco Lake District boundary. The classifications, among other things, determine lake district fees in the case where special charges and special assessments as defined in 33.32 of the Wisconsin State statutes are utilized to allocate lake district costs to parcel owners (* see note below). The classification status of all parcels included in the Nepco Lake District boundary shall be reviewed and approved at least once annually by the majority of the Nepco Lake District board. The parcel classification status and associated charges for parcels included in the Nepco Lake District boundary must be communicated annually to the municipalities in the district, providing adequate time for the municipalities to develop the annual property taxes.

"IMPROVED" - are parcels where:

Wood County records a value in the "IMPROVEMENT VALUE" field of the property tax records for the parcel, or where there are known and verifiable improvements on the parcel that have existed for at least one year without an assessed value.

"NOT IMPROVED" - are parcels where:

Wood County records (\$0) in the "IMPROVEMENT VALUE" field of the property tax records for the parcel, which basically implies the parcel is vacant land.

"EXEMPT" – are parcels that meet **the below** criteria;

1. Properties identified in consideration of details listed in a Memorandum of Agreement (MOA) agreed to and approved by a majority vote of the Lake District Board. These exemptions may only be allowed provided they meet the requirements of State regulation particularly the requirements listed in Chapter 33.
 - a. Exemptions granted for properties within the Lake District boundary by MOAs previously established between individuals, businesses, or private organizations and other governmental entities (~~Wood County, City, Village or Township Boards~~) are only valid if subsequently approved by the Lake District Board.
2. Properties considered "EXEMPT" as required by statute, particularly the requirements listed in Chapter 33.
3. Properties owned by Wood County, **Saratoga** or other municipal entities for the purpose of establishing parks and other public access.
4. Properties that are "completely submerged" below the normal high-water mark.
5. Properties determined to be an "out-lot", by the lake district board which is adjacent to another riparian lot created by a municipality boundary, but in function multiple lots are treated as one lot on the lake.
6. Road parcels identified not to be taxed- parcel #s _____
7. Small island and a YMCA parcel that is less than .04 acres- parcel # _____

8. Septic Fields, Parcel #s _____

* Note in the case where a general tax levy (a mil rate) is utilized to allocate lake district costs to parcel owners, these Parcel Classifications do not apply, since under this situation by state statute all taxable parcels included in the Nepco Lake District boundary must be charged the same mil rate.