

**Lake Ripley Management District
Meeting Minutes
October 20, 2007**

I. Call to Order & Roll Call

The Lake Ripley Management District (LRMD) Board convened its monthly meeting at the Oakland Town Hall on October 20, 2007. Molinaro called the meeting to order at 9:00 a.m. Board members present included Mike Sabella, John Molinaro, Derek Hoffman and Dennis McCarthy. Gene Kapsner, Jane Jacobsen-Brown and Mike Burow were absent. Also present were Paul Dearlove (LRMD Lake Manager), Steve and Carrie Anderson, Georgia Gomez-Ibanez, Pam Dollard, Jeff Spindler and Gary Zibell (Cable TV 12).

II. Public Comment

There were no public comments.

III. Minutes of Last Meeting

Sabella moved to approve the minutes of the 09/15/07 meeting, and was seconded by McCarthy. Motion carried 4-0.

IV. Treasurer's Report

Sabella presented the third-quarter financial statements for the nine-month period ending September 30, 2007. Handouts included Balance Sheet, Statement of Operations, Actual-to-Budget/Budget-Remaining report, General Ledger and Transaction Listing. Total current assets were \$193,711.56, consisting of \$98,511.56 in the demand checking account, \$95,000.00 in an investment CD (due to mature on 12/24/07), and \$200.00 in petty cash. Current liabilities totaled \$2,274.17 in accrued payroll taxes and pension. Sabella noted that the liabilities were paid in early October. Equity consisted of a \$20,566.21 fund balance, and the following restricted account balances: \$500.00 for Friends of the Preserve, \$89,815.00 for Land/Asset Acquisition, and \$33.00 for F.K. Elson Memorial.

For the three months ended September 30, 2007, there was \$23,542.42 in total revenues, mostly from real estate taxes. Total direct costs for cost-sharing projects were \$4,242.51. Operating expenses totaled \$18,842.84, consisting of \$1,756.01 in weed harvesting costs and \$17,086.83 for general operations (mainly staff wages, board stipends and office expenses). Other expenses included \$853.00 for costs related to Lake District Preserve and community outreach activities. For the nine months ended September 30, 2007, total revenues were \$89,558.70. This exceeded budgeted revenues for the year by \$21,988.70 due to a \$15,000.00 DNR grant advance, \$5,758.70 in interest income and \$1,230.00 in donations. Total operating expenses for the period were \$58,970.39 compared to \$82,070.00 budgeted. Actual to budget amounts were broken down by budget category. A general ledger was reviewed showing activity in and out of each account by account number. The transaction listing showed journal entries detailing individual disbursements.

McCarthy moved to accept the treasurer's report as presented, and was seconded by Hoffman. Motion carried 4-0.

V. Lake Manager's Report

Dearlove provided an overview of his activities since the last meeting. Handouts included a summary report of recently completed projects, updated phone logs, a lake-use summary report, and various materials related to ongoing programs and activities. Highlights included the following:

- A shoreline restoration cost-share project and rain garden repairs were completed for the Town of Oakland
- Contractor bids were solicited for the Rank and Stenwall/Carlson shoreline cost-share projects
- Requested but failed to receive any logging bids for Lake District Preserve woodlot
- Two landowner opinion surveys were distributed that are currently receiving favorable response rates
- Inlet and outlet flow data were collected for lake-response modeling purposes
- Presentation abstracts were submitted (per request) for the 2008 WI Lakes Convention and the 11/9 UW Nelson Institute Forum. Topic: using community-based social marketing as an outreach tool to affect behavior change.
- An emergency slow-no-wake ordinance pertaining to high-water periods was adopted
- Completed a two-day advanced training seminar through the Wisconsin Lake Leaders Institute
- DNR conducted a 10/9 electrofishing survey for which they will send a summary report

Dearlove also reported on projects planned for the coming week. These included retrieving the buoys and weed-harvesting equipment, and hosting Lake District Preserve stewardship activities for 4th graders. He said he also planned to begin the

data-entry and analysis process for the surveys. He said results will be used for management planning purposes and will eventually be posted to the website.

VI. Old Business

A. Lake District Preserve Planning Committee – final recommendations

Molinaro recognized the three of the six members of the Committee who were in attendance: Pam Dollard, Georgia Gomez-Ibanez and Jeff Spindler. Pam Dollard presented the final report and an overview of the recommendations on behalf of the Committee. She said the group met on a biweekly basis from August 20th to October 10th, 2007. A set of recommended actions were developed and grouped according to short- and longer-term implementation timelines. Dollard concluded by requesting that the Committee members be recognized as a “Friends of the Lake District Preserve Advisory Group”—a core group of volunteers that could provide ongoing support and advice on matters related to the Preserve. She said the group was interested in being kept informed of any actions related to the Committee recommendations, and that it intended to reconvene in mid-March. Sabella requested clarifications on a few of the recommendations. This led to discussion among Board, staff and Committee members regarding some of the identified concerns, as well as ideas on how to address them. The Committee was then thanked for all their great work and continued commitment.

B. Weed-growth monitoring procedures for mechanical harvesting

Dearlove reviewed the current protocol used to evaluate and respond to weed-growth conditions for harvesting purposes. He said he frequently relied on the judgment of our trained operators to respond as needed, depending on the weather and their scheduling availability. He then asked for Board input on the current procedures, and whether they were considered sufficient. Molinaro replied that he and other Board members with boats could perform weekly or biweekly weed surveys if it was felt that was necessary. He also cautioned that zebra mussels might eventually impact weed growth and our ability to harvest. Sabella said he favored gaining greater control over the use of our harvesting funds. To that end, the development of a more formalized operational plan was recommended, and one with a more structured and consistent harvesting schedule. Molinaro suggested that this could be looked into over the winter.

C. Disbandment of Cambridge H.S. Aquatic Environmental Club

Molinaro announced that Cambridge High School’s Aquatic Environmental Club was being officially dissolved. He explained that a teacher could not be found to fill Ed Grunden’s role as Club director. Dearlove then distributed a summary sheet from Grunden listing the Club’s prior accomplishments. He said it was a great loss and disappointment to lose such a valued partner and committed group of volunteers. Dearlove pointed out how he worked with the Club on numerous projects going back nearly 10 years, including water quality monitoring, the annual Earth Day litter cleanup, and various stewardship activities at the Preserve. In reference to the District’s earlier \$650 contribution towards invasive species educational programming, he noted that a full refund was granted from the school district since it was never completed by the Club. The original investment was for the production of an educational video, staffing for boat inspections, and dissemination of informational literature. Molinaro said he was grateful for the Club’s work over the years, and gave assurances that the District would continue to seek out other partnerships in the future.

VII. New Business

A. Landowner cost-sharing proposals: N4142 Sleepy Hollow Rd. shoreline protection; N4428 Mehlretter Ln. shoreline repair/buffer

Completed scoring sheets and the minutes of the 9/27/07 subcommittee meeting were distributed for consideration. Subcommittee members included Hoffman and Molinaro. Molinaro asked Dearlove to describe the proposed shoreline work. Dearlove provided information pertaining to location, existing site conditions, proposed cost-share practices, estimated costs, ranking scores, and subcommittee recommendations. It was noted that both projects received the requisite number of points to be recommended for 50% cost sharing. It was also noted that the subcommittee was recommending that higher-scoring projects get priority for future funding allocations.

Sabella asked Dearlove to explain how he arrived at his cost estimates, and what happens if only one project bid is received. Dearlove replied that the estimates were only approximations based on costs for comparable work previously completed. He said firmer estimates are obtained once the practice is designed and put out for bid. He said the bidding process continues until at least two and preferably three responsible bids are obtained. Sabella explained that he was concerned about advertising our estimated cost of these projects before the bidding is started. Dearlove replied he was providing rough cost estimates for purposes of the meeting as per a previous request from the Board for such information. He explained that he does not forward his cost estimates to the bidders. Sabella next inquired about the buffer requirement. Hoffman responded that a vegetative buffer is often recommended in addition to riprap for the purpose of increasing a project’s total points. Sabella then received confirmation from the subcommittee that the N4428 Mehlretter Ln. project was being proposed as a rock replacement rather than repair effort.

McCarthy moved to approve 50% cost sharing for the N4142 Sleepy Hollow Rd. (Darren & Kristina Sloninger) shoreline riprap project, and the N4428 Mehlretter Ln. shoreline riprap and buffer project. Motion seconded by Hoffman. Motion carried 4-0. Sabella requested waiting until the next meeting to take action on the subcommittee's recommendation to give funding priority to higher-scoring projects. He said he felt the recommendation should be specifically mentioned on the agenda. Molinaro agreed to delay discussion and action until the November meeting.

B. Public comment policy

Molinaro presented his policy recommendations pertaining to the acceptance of public comments. He explained that they were modeled after county board procedures, and were intended to better ensure compliance with Wisconsin Open Meetings Law. In particular, he said the recommendations dealt with accepting and responding to public comments on issues that were not on the agenda. Copies of Wisconsin Open Meetings Law, Molinaro's 9/27/07 policy letter to the Board, and a response letter from Mike Burow dated 10/17/07 were distributed for consideration.

Molinaro moved to adopt the following Board policy: 1) Public attendees will be allotted 3 minutes to make their statement on issues not on the agenda, with a total of 15 minutes set aside for public comment. Individuals will be allowed to speak only once during the comment period. 2) Members of the Board and staff will not respond or enter into a discussion regarding public comment unless directed by the Chair. 3) When appropriate, a written response will be prepared or the issue will be added to the next agenda. Motion for adoption was seconded by Sabella. As a point of discussion, Sabella suggested having a comment period both at the beginning of the meeting for agenda-related items, and at the end of the meeting so the public could address the Board on non-agenda items. Molinaro clarified that it was not his intention to limit public discussion of matters on the agenda, but only non-agenda matters. McCarthy said he felt that some agenda items, such as cost-share project approvals, require a give-an- take during the actual agenda item. Motion carried 3-1 with Sabella dissenting.

C. Tax treatment of Lake District parcel annexations by Village of Cambridge

Molinaro informed the Board of a recent phone call he received from Greg Murray, an attorney representing the Village of Cambridge. It was brought to his attention that nine District parcels were annexed by the Village since the District's inception, and that these parcels appear to have been taken off the District's tax rolls. The question was if this was the result of a bookkeeping error, or if such parcels were supposed to be detached as a consequence of annexation. Molinaro said it was his opinion, and that of legal counsel's, that such parcels would have to go through formal detachment proceedings, and would not automatically be detached as a result of annexation. He said that one of the annexed parcels was already the subject of a detachment hearing at which time the request was denied. He indicated that Attorney Bill O'Connor was looking into the matter and waiting to hear back from the Village regarding its position. Discussion then ensued regarding the potential implications of annexation to the District, the process of collecting and treating back taxes, and other related issues. Molinaro promised to keep the Board apprised of the situation.

VIII. Correspondence

Molinaro asked Dearlove if there was any other correspondence not already addressed through the course of the meeting. Dearlove reported receipt of a letter from State Representative Andy Jorgensen dated 9/24/07 regarding the status of legislative action to ban phosphorus lawn fertilizers. He said he spoke to Rep. Jorgensen at a recent town hall meeting to express the District's support for a bill that Jorgensen had co-authored.

IX. Adjournment

Hoffman moved for adjournment at 10:50 a.m., and was seconded by McCarthy. Motion carried 4-0. Meeting adjourned. Next meeting: November 17, 2007.

Respectfully Submitted,

Jane Jacobsen-Brown, Secretary
Recorder: PDD

Date