

**Lake Ripley Management District  
Meeting Minutes  
November 15, 2008**

**I. Call to Order & Roll Call**

The Lake Ripley Management District (LRMD) Board convened its regular monthly meeting at the Oakland Town Hall on November 15, 2008. Chairman Molinaro called the meeting to order at 9:00 a.m. Board members present: Mike Sabella, John Molinaro, Jane Jacobsen-Brown, Walt Christensen, Dennis McCarthy, Gene Kapsner and Georgia Gomez-Ibanez. Also present were Paul Dearlove (LRMD Lake Manager), Jimmy DeGidio, Dave DeGidio, and Cambridge Cable TV 98.

**II. Public Comment**

There were no public comments.

**III. Approve Minutes of Last Meeting**

*Gomez-Ibanez moved to approve the 10/18/08 regular and closed session meeting minutes. Motion seconded by Sabella. Motion carried 7-0.*

**IV. Treasurer's Report**

Sabella presented his Treasurer's Report for the one-month period ending October 31, 2008. Receipts for the period amounted to \$2,753.98, consisting of \$353.98 in interest income, \$1,400.00 in land-acquisition donations, and \$1,000.00 in floodplain study donations. Disbursements for the period amounted to \$10,779.14, which primarily consisted of employee wages, shore rental expenses, floodplain consultant fees, landowner cost sharing, and miscellaneous office expenses. A transaction listing detailed each individual disbursement. As of October 31<sup>st</sup>, asset balances were \$200.00 in petty cash and \$203,578.09 in general checking. *McCarthy moved to accept the Treasurer's Report as written and presented. Motion seconded by Jacobsen-Brown. Motion carried 7-0.*

**V. Lake Manager's Report**

Dearlove reported that the 837.99' floodplain-elevation delineation was reviewed and accepted by DNR. The next step would be to submit the necessary information to FEMA for insurance purposes. It was also announced that a \$75,000 federal grant application was filed in an attempt to secure some additional money for the land acquisition. He said the grant, if awarded, could retroactively pay for eligible acquisition costs incurred after the application date. As far as landowner cost-share efforts, permit approvals were received for the Wood and Sylvan Mounds II shoreline-repair projects. Dearlove said he was now working with the landowners to solicit contractor bids and sign addendums to their original cost-share agreements. A permit application was also prepared and submitted for the Dovgin shoreline restoration. A cost-share contract will be finalized as soon as the landowner presents a requested restoration plan and bids for the approved scope of work. Other activities included serving as an advisor to the By-Law Committee, and working on lake-management-planning updates.

Dearlove said his near-term priorities included working with Molinaro to close on the 66-acre property acquisition. Once purchased, the next step is to develop a long-term restoration and management plan for the property. He said he also planned to prepare, by the January meeting, a management-planning overview and 2009 work-completion schedule for the Board's consideration. This would include a draft strategic-planning outline, consisting of a vision statement, lake-rehabilitation goals, tracking indicators, targets, and a general action strategy. Finally, Dearlove noted his intentions of producing and disseminating the next Ripples newsletter in January.

**VI. Old Business**

**A. By-law committee report and recommendations**

The By-Law Committee presented its recommendations to the Board. Members consisted of Jimmy DeGidio and Mike Sabella, with Paul Dearlove serving as technical advisor. Meetings were held 10-17-08 and 11-14-08 for the purpose of reviewing the LRMD by-laws, and bringing them into agreement with current Wisconsin statute. Handouts included a cover letter outlining the committee's charge and recommendations, and a committee-drafted document titled "Lake Ripley Management District Operating Authority and By-Laws." Committee members explained the structure and purpose of the document, and noted that no material deletions or additions were made to

any previously adopted by-laws. All original by-laws were preserved either through Wisconsin law or as an approved Annual Meeting motion. Changes were confined to the removal of obsolete statutory language and chapter references. It was noted that the document includes a listing of by-laws that are supplementary to and allowable by statute, and directly incorporates by reference relevant sections of Chapter 33, Wisconsin Statutes, and Wisconsin Open Meeting Law as appendices.

Kapsner questioned why the document had to be brought back before the Annual Meeting, especially since by-laws were not being added or deleted. He felt the original Annual Meeting motion allowed the Board to approve the committee's recommendations as long as they didn't call for significant revisions to the by-laws. DeGidio replied that he thought it was advisable since an entirely new document was created. Jacobsen-Brown supported the idea of bringing it back before the electors since it was on the table for discussion at the last two Annual Meetings. Christensen suggested that the committee, for the purpose of the next Annual Meeting, formally state in writing that the proposal was favorably reviewed, and that it does not include any material changes in operational mandates that might require special approval by the electorate. Molinaro concurred and thanked the committee for all its work. He then asked the Board to review the document prior to the January meeting, at which time it would be up for discussion and possible Board approval.

#### **B. Montgomery Associates' request for \$1,500 to help cover floodplain study cost overrun**

The Board reviewed copies of a letter dated 11-05-08 from Montgomery Associates. The letter documented the nature and cost of out-of-scope items pertaining to the recently completed floodplain delineation. Reimbursement was requested for \$1,500 out of a total of \$2,500 in overrun costs. Molinaro pointed out that the original contract was for \$6,000 for the work completed, which has been paid. He said that while the outcome of the study was favorable, advanced notice was not received regarding the exact nature and size of the cost overrun. *Following discussion, Molinaro moved to approve the immediate payment of an additional \$600, reflecting the amount of surplus project donations. He further moved that a letter be sent indicating that consideration would be given to paying the remaining \$900, depending on whether additional donations come in or if it can be approved as a budget item at next year's Annual Meeting. Motion seconded by Kapsner. Motion carried 7-0.*

#### **C. Update on anticipated land purchase next to Lake District Preserve**

A 12-12-08 closing date was set for purchase of the 66-acre Johnson tract. Molinaro said a recently completed property survey showed an extra couple acres over what was expected. He said the slightly increased acreage would marginally affect the final property cost and grant award. Also mentioned were a piece of abandoned farm equipment, old tires and some deer stands that would need to be addressed. Molinaro said he was looking into possibly having the seller remove these items prior to closing. In addition, letters had been sent to those who pledged donations so checks could be collected in time for the closing date. Cambridge State Bank agreed to provide a low-interest loan up to \$50,000, as authorized by the Annual Meeting, should that become necessary. It was also noted that the Town of Oakland Board approved the re-zoning petition. The re-zoning request must now go before county zoning on November 20, and then before the county board on December 9. Molinaro said he planned to be at both meetings, and did not anticipate any problems. Board members were welcome to attend the closing, but Molinaro requested advance notice to avoid the possibility of a quorum.

### **VII. New Business**

#### **A. Jerald Gunnelson request for six-month extension on cost-share project**

The Board considered a written request from Jerry Gunnelson dated 10-27-08 for a six-month project extension. According to Gunnelson, he was having difficulty securing contractor bids which was delaying implementation. Dearlove said it was his opinion that the landowner was making a legitimate attempt to move the project forward. Sabella received assurances from Dearlove that the cost-share contract allowed for such extension. *Jacobsen-Brown moved to approve a six-month extension for the completion of the Gunnelson cost-share project. Motion seconded by McCarthy. Motion carried 7-0.*

Under other New Business, Sabella said he noticed two residential construction projects that had recently broken ground on Ripley Rd. He asked if the two construction projects were being monitored for erosion-control compliance. Discussion ensued as to the nature of the building activities, observed erosion-control measures, and jurisdictional authority relating to the monitoring and enforcement of erosion-control rules. Molinaro said that while the LRMD did not have such authority, efforts were being made to keep an eye on the situation. To that end, he said a letter was sent to one of the property owners to bring attention to these concerns. The letter was also used to offer

our assistance with respect to controlling erosion and preserving shoreline vegetation to the extent possible. Kapsner added that he and the Town building inspector have visited both sites. He said the inspector was very satisfied with the erosion-control measures being implemented.

**VIII. Correspondence**

- November fundraising letter from Rock River Coalition.
- 11/14/08 letter from the By-Law Committee to the LRMD Board presenting recommended by-law changes
- 11/07/08 letter from Rob Davis (DNR) to Bruce Haukom (Zoning) verifying approval of floodplain elevation
- 11/05/08 letter from Montgomery Associates requesting \$1,500 in payment for floodplain study cost overrun
- 10/30/08 letters to Oakland Conservation Club, Cambridge Foundation and Badger Bank requesting donations that were pledged for the land purchase
- 10/29/08 letter from US Postal Service rejecting our application for a nonprofit bulk-mailing rate
- 10/28/08 email from US Fish & Wildlife Service confirming receipt of our \$75,000 grant application
- 10/27/08 letter from Jerald Gunnelson seeking a six-month extension on the completion of his cost-share project
- 10/21/08 letter to Town of Oakland requesting \$1,000 pledged donation for floodplain study

**IX. Adjournment**

*Christensen moved for adjournment at approximately 10:30 a.m. Motion seconded by Jacobsen-Brown. Motion carried 7-0.* Meeting adjourned. Next meeting: January 17, 2009

Respectfully Submitted,

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Jane Jacobsen-Brown, Secretary

Date

Recorder: PDD