

**Lake Ripley Management District
Meeting Minutes
July 21, 2012**

I. Call to Order and Roll Call

The Lake Ripley Management District Board of Directors met at the Oakland Town Hall on July 21, 2012. Chairman Molinaro called the meeting to order at 9:00 a.m. Board members present: Gene Kapsner, Jane Jacobsen-Brown, Walt Christensen, Mike Sabella, John Molinaro and Dennis McCarthy. Georgia Gomez-Ibanez was absent. Also in attendance: Paul Dearlove (Lake Manager), Dave Marshall, Steve and Melody Mar-Pohl, and Cambridge Cable TV 98.

II. Public Comment

There were no public comments concerning issues not already on the agenda.

III. Approve Minutes of Last Meeting

Draft minutes from the prior meeting were reviewed. *Christensen moved to approve the 06-16-12 minutes without additions or corrections. Motion seconded by McCarthy. Motion carried 6-0.*

IV. Guest Speaker: Jonathan Kaiser, DNR Conservation Warden, to provide update on aquatic invasive species control efforts through the Water Guard program

Mr. Kaiser was unable to attend the meeting.

V. Treasurer's Report

Sabella distributed and reviewed copies of the financial statement packet for the second quarter ending June 30, 2012. Handouts included: Statement of Assets, Liabilities and Equity; Statement of Revenues and Expenses; Actual-to-Budget and Budget-Remaining report; General Ledger; and Transaction Listing. The balance sheet showed total assets of \$162,314.72. Total liabilities were \$1,726.67, consisting of accrued federal and state payroll taxes. Total equity of \$160,588.05 included \$65,173.36 in restricted funds, an unrestricted fund balance of \$63,413.56, and \$32,001.13 in revenue over expenses for the six-month period. *McCarthy commended Sabella on his reporting and moved to accept the treasurer's report and enter it into the record. Motion seconded by Jacobsen-Brown. Motion carried 6-0.*

VI. Lake Manager's Report

Dearlove summarized Lake District activities since the last meeting. They included the completion of a nearshore, nongame fishery assessment. The study was mostly funded through a state grant and in-kind contributions from Patricia Cicero (Jefferson County Land & Water Conservation Department), Doug Lubke and Laura Stremick-Thompson (Wisconsin DNR), and Dave Marshall (Underwater Habitat Investigations, LLC). A draft report was distributed. He and consultant Dave Marshall summarized the study's purpose and findings, and discussed the proposal of pursuing another grant to explore the feasibility of reintroducing select native species. A grant narrative and draft authorizing resolution were disseminated and reviewed.

Molinaro requested amending the agenda to address the related New Business item. Hearing no objections, he asked the Board to consider Authorizing Resolution #2012-2 for possible adoption, relating to the pursuit of a \$3,000 small-scale lake planning grant (see attached). *Jacobsen-Brown moved to approve Resolution #2012-2. Motion seconded by McCarthy. Motion carried 6-0.*

It was reported that the harvesting, audit and budget committees had all met since the last meeting. Other activities included daily weed harvesting with greatly expanded cutting hours and loads harvested. The harvesting crew was commended for all their hard work in the extreme heat trying to keep up with the unusually abundant plant growth this season, and Christensen was acknowledged for his mechanical diagnostic assistance. Given the increased harvesting intensity, it was anticipated that the budget would be exceeded and future adjustments would be warranted. Lake District Preserve projects consisted of spot herbicide spraying in the new prairie areas. There were also over \$10,000 in grants had been obtained for woodland restoration work (\$5,000 from Enbridge Energy, \$3,750 from Alliant Energy Foundation, and \$1,500-3,000 in County Conservation Aid funding).

Additionally, the annual boat/pier census and shoreline videotaping was performed, and preparations are underway to complete an in-depth shoreline inventory. The inventory will help document shoreline erosion and habitat conditions, and the field work will be performed by intern Jeanne Scherer. Scherer was complimented for her assistance in developing content for the Ripples newsletter, and for her "Clean Boats, Clean Waters" boater-education efforts pertaining to aquatic invasive species.

VII. Old Business

- **Review bids and approve cost sharing for phase 2 of Mar-Pohl shoreline restoration at W9172 Ripley Rd.** Copies of four bids and summary information were distributed for consideration. Steve Mar-Pohl and Dearlove summarized the bids in relation to the proposed scope of work. Dearlove pointed out that some of the bids included non-eligible work, such as paths and accent rocks, while others included estimates for replacing an existing concrete landing with permeable pavers. It was yet to be determined if county zoning would permit replacement of a non-conforming structure, and whether it would be an eligible cost-share expense. Following discussion, Molinaro asked that Mar-Pohl return to the Board's August 25th meeting with additional information. This included answers from county zoning pertaining to the concrete landing, as well as separate cost breakdowns from the bidders for the permeable-paver landing if allowed by permit or variance.

VIII. New Business

A. Budget Committee report and recommendations for 2013

Molinaro noted that the budget committee met on July 6th to develop a proposed 2013 budget. Copies of the draft budget were distributed for review (see attached). Sabella was then asked to explain in detail how the committee arrived at the numbers. Following review and discussion of the budget, Jacobsen-Brown requested that the Board meet in closed session at the August meeting to consider staff-compensation packages.

B. Discussion and possible action on authorizing resolution to pursue DNR grant funding for a fishery-enhancement project

Agenda item addressed under "IV. Lake Manager's Report." Adopted resolution attached for reference.

IX. Correspondence/Announcements

- A letter dated 7/13/12 from Lake District attorney Chris Rogers was sent to Keith and Maureen Kolb. The letter was sent in response to shoreline-alteration activities at N4452 Park Rd. that appeared to conflict with an active cost-share agreement. Issues included the placement of sand on the shoreline and the apparent removal of an engineered treefall.
- Dearlove summarized his communications with Wisconsin DNR in response to reports that the outlet dam was being manipulated. He offered to try to set up a meeting with the new landowners to try to bring some clarity and resolution to the situation. Kapsner said he would be willing to participate as a Town representative.

IX. Adjournment

Kapsner moved for adjournment at 11:12 a.m. Motion seconded by Christensen. Motion carried 6-0.

Next meeting: August 25, 2012, at 9:00 a.m. at the Oakland Town Hall.

Respectfully Submitted,

Jane Jacobsen-Brown, Secretary

Date

Recorder: PDD

**LAKE RIPLEY MANAGEMENT DISTRICT
2013 PROPOSED BUDGET**

	2011 <u>ACTUAL</u>	2012 JAN-JUNE <u>ACTUAL</u>	2012 JAN-DEC <u>ESTIMATED</u>	2013 PROPOSED <u>BUDGET</u>
Revenues:				
Real Estate Tax Levy	\$ 118,775	\$ 79,127	\$ 118,320	\$ 118,320
Grants		10,855	10,855	
Interest Income	448	431	826	
Carryover				680
Use of Unrestricted Funds				17,500
Restricted Funds, Net		<11,517>	<11,679>	
Other	294	500	500	
Total Revenues	<u>119,517</u>	<u>79,396</u>	<u>118,822</u>	<u>136,500</u>
Projects:				
Landowner Cost Sharing	2,368	7,463	14,238	5,000
Weed Harvesting	9,086	2,376	7,500	10,560
Lake District Preserve	5,113	1,985	4,500	14,750
Special Programs	676	65	250	250
Operations:				
Staff Payroll/Fringes/Taxes	67,038	34,769	69,950	70,620
Insurance	4,558	5,191	5,191	5,220
Legal Counsel	0	0	1,000	1,500
Dues & Conferences	992	830	1,400	1,400
Office & Community Outreach	5,596	2,082	6,282	7,300
Contingency	2,463	970	3,200	3,200
Commissioner Stipends	4,600	2,100	4,750	4,900
Rent	1,800	900	1,800	1,800
Capital Reserve, Land/Equipment Acquisition	10,000	0	10,000	10,000
Total Disbursements	<u>114,290</u>	<u>58,731</u>	<u>130,061</u>	<u>136,500</u>
Balance	<u>\$ 5,227</u>	<u>\$ 20,665</u>	<u>\$ <11,239></u>	<u>\$ --</u>

Restricted Funds:	Capital Reserve, Land & Equipment Acquisition	F.K. Elson Memorial	Friends of the Preserve	Preserve Restoration & Development
Est. Balance (12/31/11)	\$ 61,838	\$ 206	\$ 2,020	\$ 2,244
Additional 2011 activity:				380
Increase				
Decrease				
Final Balance (12/31/11)	61,838	206	2,020	2,624
2012 Est. Additions	10,500		150	
2012 Est. Interest	300	1	10	13
2012 Est. Expenditures				(1,515)
Est. Balance (12/31/12)	<u>\$ 72,638</u>	<u>\$ 207</u>	<u>\$ 2,180</u>	<u>\$ 1,122</u>



Resolution # 2012-2

**RESOLUTION OF THE LAKE RIPLEY MANAGEMENT DISTRICT
TOWN OF OAKLAND, COUNTY OF JEFFERSON, WI**

Relating to: Wisconsin small-scale lake planning grant application seeking 67% cost-share assistance to assess the feasibility of restoring nongame fish populations in Lake Ripley.

WHEREAS shoreline fish surveying conducted in 1974, 2004 and 2012 to assess the status of the nongame fish community showed a decline in native species richness, including the possible loss of four rare and intolerant fish species; and

WHEREAS important water quality and habitat improvements since the 1974 survey have increased the probability that these rare and intolerant species can be successfully reintroduced, thereby increasing diversity and improving the health of the overall lake ecosystem; and

WHEREAS the protection and restoration of native fish diversity is a key objective identified in the Lake District's comprehensive lake management plan (2009); and

WHEREAS performing this feasibility assessment will yield valuable information on the potential for enhancing the nearshore fish community through a reintroduction and recovery program.

IT IS, THEREFORE, RESOLVED THAT:

The Lake Ripley Management District Board of Commissioners hereby requests funds available from the Wisconsin DNR through its Small-Scale Lake Planning Grant Program; and

HEREBY AUTHORIZES Mr. Paul Dearlove, or the District Manager, to act on behalf of the Lake Ripley Management District Board to: 1) submit an application to the State of Wisconsin for financial aid for lake planning purposes; 2) sign documents; 3) take necessary action to undertake, direct and complete the approved planning grant; and 4) submit reimbursement claims along with necessary supporting documentation within six months of the project completion date.

BE IT FURTHER RESOLVED THAT the Lake Ripley Management District will meet the financial obligations of the planning grant, including 33% of total eligible project costs in the form of cash and/or in-kind contributions.

Adopted this 21 day of July, 2012

By a vote of: 6 in favor 0 against 0 abstain

BY: Jane Jacobsen-Brown
Secretary, Lake Ripley Management District