



Waterford Waterway Management District
MINUTES

Board of Commissioners Meeting
Sept 18, 2008

1. Call to Order

Chairman Dick Kosut called the meeting to order at 7:00 PM at the Waterford Town Hall, Waterford, WI.

Commissioners present: Barbara Baron, Brian Marx, Andres Peekna, Kelly Cornelius and John Bostrom. Absent was Norm Abplanalp.

2. Approval of Minutes

Motion to approve the minutes of the July 17, 2008 Board of Commissioners meeting, the July 24, 2008 special meeting to adjust the 2009 budget, and the Sept 6, 2008 special meeting to choose a contractor for the Island View Bay project were made by Cmr Baron and seconded by Cmr Cornelius Minutes on file. Vote: 6 Yes 0 No

3. Correspondence

Chairman Kosut read a letter from the Village of Waterford discouraging using fertilizer containing any phosphorous.

It was also stated that the WWMD needs stationary. Cmr Baron will look into get a quote on replenishing the supply.

4. Treasurer's Report/Bill Payment Approval

Cmr Marx submitted detailed report for Sept 2008.

Motion was made to approve the Treasurer's Reports by Cmr Bostrom, seconded by Cmr Cornelius
Reports on file Vote: 6 Yes 0 No

Cmr Baron requested a final report on the 164 project to be included in the Treasurers report for next meeting. There was one bill in question regarding payment for services from Lake and Pond Solutions for the presentation they gave at the annual meeting. Chairman Kusot said he would look into this charge. One other bill for the Annual renewal of our membership with the Wisconsin Association of Lakes was OK'ed to pay.

5. Committee Reports

a. Aquatic Plant, Navigation & Hydrology (Bostrom)

Nothing to report

b. Information, Education & Marketing

Cmr Cornelius discussed a quote she received for the printing of shells for the WWMD newsletters. Cmr Baron made a motion to accept the printing of 5700 shells and Cmr Bostrom seconded it. Vote: 6 Yes 0 No

Also see attached report

c. Legislative/Waterway Ordinance (Kosut)

Nothing to report

d. Planning (Abplanalp)

See old business

e. Research (Baron)

Nothing to report

f. Special Projects (Abplanalp)

Nothing to report

g. FRC/CAUSE

FRC – Nothing to report

CAUSE – Will be meeting with the property owners to get their sign off for the Grand View project.

6. Old business

- Island View Bay – A contractor has been chosen at the special meeting on Sept 6th. Chairman Kosut has signed the Shoreland contracts with the county and will be signing the contracts for the engineers and they will begin work on the project in a couple of weeks. Also see attached report.
- Marketing – The website will be update with the pictures from the pontoon classroom.
- Pontoon Classroom – Cmr Baron and Chairman Kosut met with the principle of Waterford High School and Jackie from Runzhiemer. There is concern for lack of interest in the program from the high school. The principle said they were still interested and he guaranties that someone will get back to Cmr Baron before the end of the month.
- Raingarden Program – See attached report

7. New Business

- Chairman Kosut proposed that the district switch cell phone plans from US Cellular to TracFone as the cost is substantially less for the amount of usage it gets. Cmr Baron made a motion to move to the TracFone plan as soon as the US Cellular contract expires. It was seconded by Cmr Cornelius. Vote: 6 Yes 0 No
- Chairman Kosut expressed disappointment in our current bank as we are not gaining any interest on the checking account and that the Money Market account gains a very minimal amount. Chairman Kosut will check with our current bank to see if anything can be done with our accounts. If not, he will pursue other banks.
- Sat Sept 27th 10:00AM there will be a history collection session at the Waterford Library to help gain articles, picture and stories about how Waterford came to be. It is open to the public and commissioners are encouraged to attend.
- Cmr Abplanalp sent an email to the commissioners prior to the meeting to consider moving the annual meeting to somewhere other than the High School auditorium and moving it later in the year as attendance is very low. See attached.

8. Public Comments

There were ongoing comments from the public throughout the meeting. No additional comments at this time.

See attached list of attendee's.

Respectfully Submitted,

Brian R. Marx, Secretary

Meeting Guests Sept 18, 2008

Don Baron	7448 Poplar Cr	662-2463
Bob Hardy	4527 Riverside Rd	514-4554

Planning Committee Report

September 15, 2008

Island View Bay Project

Many actions have taken place since the meeting to award the contract to C.W. Purpero.

1. Contracts have been executed by Pupero and forwarded to Dick Kosut for signature.
2. Additional savings in various areas of work are being explored.
3. Final approval of permits to do work is in progress. Dick and Norm met with Alan and Rose Panek on Saturday, Sept. 12. Alan, an attorney, is advising his mother on the settling basin work scheduled to be placed on their property.
4. Indian Lane settling basin location has been moved to the south culvert to provide a more productive abatement of storm water. This culvert drains the Bucholtz property from the east side of 164, emptying into the river on the Bauman property.

As reported at the Special Meeting, the project is under budget and ready to start as soon as possible. Many thanks to Dick Kosut for his efforts to work with his neighbors, the Town, and others to work out the necessary agreements that will allow construction work to proceed.

Rain Garden Grant Program

All property owners have signed off on the location and size of the rain gardens. Four rain gardens are planned located on the Minks, Orlowski, Peekna, and Carignan properties. The total cost of the work is \$2000 to excavate and prepare the soil for planting. The board should consider if additional funds should be offered to the owners to cover plant costs and planting.

A total of \$5000 has been budgeted. Thanks to Sue Pettit for her efforts in securing signatures of agreement from all property owners.

From: Norm Abplanalp

Re: Annual Meeting

I have been thinking about our annual meeting in regards to a place and date that may be more suitable for the needs of the commission and riparian owners.

The state statute regulates that the meeting date must be within a 10 days to two weeks of Memorial Day or Labor Day. We could, therefore, move to Saturday, September 19, 2009 without any special action, just a notice of the date in a timely manner. Moving the date from a mid summer Saturday morning in prime vacation time to an early fall morning may have the advantage of attracting a larger number of people.

Because the construction season occurs from April to late October our expenditures for major projects carries over into at least two budget years, creating some confusion in the budget process. Perhaps a late October or November meeting date would ease that process along with creating a larger crowd, however, later meeting dates must be approved by all district riparian owners.

The following are for your consideration:

1. Hold next years meeting on September 19, 2009
- 2: Propose a motion at that time to move the annual meeting deeper into the fall season starting in the year 2010.

In addition, the location of the meeting appears to be oversized for the attendance. The arrangement is cumbersome at best, and there is an expense connected with the use of the High School auditorium. As Barbara Baron proposed, I believe we should seriously consider moving to the Town Hall or some other appropriate location.

Information and Education Committee Report:

Website Updates:

Content Changes:
Commissioner Contact: Updated to reflect changes.
Articles and Events added: As submitted.

Navigation/Structure Changes:
None to date (pending programmer scheduling)

Reminder:

As a commissioner, you are able to edit the website content.

Please contact me if you need tutorials on "how-to". I'd be delighted to help.

Newsletter Updates:

The print "shell" inventory for the WWMD Newsletter "WaterTalk" has been used up, and more will need to be printed. This is a good time to make any changes to the template. It has been determined that there should be a few minor changes to the template; a quote has been requested of Minuteman Press for a price on the modifications and to print a bulk number of shells (5700 or 3800). The suggested modifications are listed below:

- Remove the title on page 4 "*Safety Corner*"
- Remove the graphic water drop from the text "*changing our world one drop at a time.*"

The quote for Minuteman to accommodate the changes, and the shells is:

The next newsletter issue will describe the change of WWMD Commissioners, and feature the photos of the Pontoon Classroom. Please submit any articles/features (Chairman's Letter, etc.) for publication via email to me by 9/25.

In the past there have been delay's in critical mailing times, and increased costs due to "changes" in proofs; to prevent these issues from recurrence please submit articles:

- Electronically as an attachment
- Prior to the deadline
- Check spelling and grammar

Articles are sent to a volunteer to proof read (Lois) and then to Editor (Dave Paulson). Changes made to the articles by the Editor are final. These steps require a lot of volunteer time, and the newsletter reflects the dedication and professional input.

Proof reads of the newsletter when on the template or shell is only for format only; not content changes (unless obvious, such as a misspelling of a persons name).

Purple Loosestrife:

Sue Pettit has forwarded some physical survey information, it will be posted on the website pending some clarifications.

Other:

As a result of an education project, changes will be made to the website and tools used to communicate with the district members. More information articles, collaborative projects (such as the research project I am working on with Dr. Jeff) and on-line tutorials will added. Please participate by contributing your opinions, or suggestions.

10:17 PM

10/16/08

Accrual Basis

Waterford Waterway Management District
Balance Sheet
As of October 18, 2008

	<u>Oct 18, 08</u>
ASSETS	
Current Assets	
Checking/Savings	
Community State Bank	50,781.66
Money Market	43,144.43
Total Checking/Savings	<u>93,926.09</u>
Total Current Assets	<u>93,926.09</u>
TOTAL ASSETS	<u>93,926.09</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Restricted Cash	
164 Project	10,000.00
Runoff Projects	45,000.00
Total Restricted Cash	<u>55,000.00</u>
Total Long Term Liabilities	<u>55,000.00</u>
Total Liabilities	55,000.00
Equity	
Fund Bal. Inc/(dec) in Revenue	
Restricted 164 Project	-10,000.00
Restricted Run off Projects	-45,000.00
Total Fund Bal. Inc/(dec) in Revenue	<u>-55,000.00</u>
Opening Bal Equity	3,477.82
Unrestrict (retained earnings)	89,608.77
Net Income	839.50
Total Equity	<u>38,926.09</u>
TOTAL LIABILITIES & EQUITY	<u>93,926.09</u>

10:15 PM

10/16/08

Accrual Basis

Waterford Waterway Management District
Expenses by Vendor Detail
September 18 through October 18, 2008

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Lake and Pond Solutions LLC								
Check	10/1/2008	1331	Presentation on weed spra...	Annual Meeting Expen...		Community St...	456.29	456.29
Total Lake and Pond Solutions LLC							456.29	456.29
Southern Lakes Newspapers,LLC								
Check	10/1/2008	1330	Printing for Annual meeting	Annual Meeting Expen...		Community St...	181.40	181.40
Check	10/1/2008	1330	Ad For Island View Bay Bid	Project Expense		Community St...	134.19	315.59
Total Southern Lakes Newspapers,LLC							315.59	315.59
Wisconsin Association of Lakes								
Check	10/1/2008	1329	WAL Membership	Dues & Subscriptions		Community St...	330.00	330.00
Total Wisconsin Association of Lakes							330.00	330.00
TOTAL							1,101.88	1,101.88

Waterford Waterway Management District

STH 164 Water Abatement Project

Final Project Cost Recap

Crispell-Snyder, Consulting Engineers	
Preliminary analysis and plan (2004)	\$ 8,500.00
Final design and Con-Docs	\$ 8,600.00
Contract Administration	\$ 11,252.83
Wanasek Construction	
Base contract, east of STH164	\$ 50,000.00
Change Order #1	\$ 9,057.56
Chils Landscaping Service	
Base contract, west of STH164	\$ 9,500.00
Misc Charges	
Extra set of plans for county	\$ 225.00
Waterford Post - Ad for bids	<u>\$ 130.06</u>
Total Project Cost	\$ 97,265.45

Grants, Reimbursements, and WWMD Budget

Runzheimer grant	\$ 30,000.00
SEWFRC grant	\$ 45,000.00
Racine County cost share	+ \$ 6,650.00
	Total
	\$ 81,650.00
WWMD Cost	+ <u>\$ 15,615.45</u>
Total Project Cost	\$ 97,265.45
Total grants and reimbursements	\$ 81,650.00
WWMD Budgeted	+ \$ 35,000.00
Total Amount Budgeted	\$ 116,650.00
Total Project Cost	- <u>\$ 97,265.45</u>
Total Under Budget	\$ 19,384.55