



*"Changing our World One Drop at a Time"*

**Waterford Waterway Management District**

Board of Commissioners Meeting Minutes

Feb. 21, 2009

**1. Call to Order**

Chairman Dick Kosut called the meeting to order at 10:00 AM at the Waterford Town Hall, Waterford, WI. Commissioners present: Brian Marx, Norm Abplanalp, John Bostrom, Kelly Cornelius and Barbara Baron. Absent was Andres Peekna.

**2. Approval of Minutes**

Motion to approve the minutes of the Jan 17, 2009 Board of Commissioners meeting were made by Cmr Baron and seconded by Cmr Cornelius  
Minutes on file. Vote: 6 Yes 0 No

**3. Approval payment of Bills**

\$2,419.95	Crispell-Snyder for Conservancy Bay project
\$70.40	Reimbursement for Norm Abplanalp
\$1,975.20	Crispell-Snyder for Island View Bay project
\$54,358.20	Purpero for Island View Bay project

Motion to approve payment of the above bills was made by Cmr Baron and seconded by Cmr Bostrom Vote: 6 Yes 0 No

**4. Treasurer's Report/Bill Payment Approval**

Cmr Marx submitted a detailed report for Feb 2009.

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

**5. Chairman's Report**

Chairman Kosut thanked the Waterford Town Board for recently passing an Erosion Ordinance. This will help prevent run-off from construction projects.

**6. Project Updates**

A. Island View Bay

Completed – OKed to pay the final bill except for a small portion to be held until the growing season to insure that the plants have taken root.

B. Pontoon Classroom

Cmr Baron is waiting for Sally from the junior high school, to return her call about having a classroom for these students. Cmr Baron is also looking into the possibility of having an Adult Pontoon classroom and is waiting for information that the Information, Education and Marketing committee is gathering.

C. District History

Nothing to report

## **7. Information, Education & Marketing**

### **A. Information and Education**

A survey was sent out to all riparian owners of whom we have e-mail addresses for and the response has been promising. Cmr Cornelius has done some research on sending out a postcard to find out if any one is interested in an Adult Pontoon classroom. See her attached report.

### **B. Public Relations**

Don Baron assembled a list of ideas to help market the WWMD. The main idea is to promote general awareness. See attached report.

## **8. Aquatic Plant, Navigation & Hydrology**

Cmr Bostrom met with Chairman Kosut and new volunteers Dan Alvey and Jack Konczal, to talk about the committee's scope.

Crispell-Snyder will be overseeing the bid process as they did last year. The ad for bidding will be posted in 2 consecutive newspapers and will be closed on March 19<sup>th</sup> at 2:00pm.

There will a sign up sheet available to any riparian owners that do not want the weed spraying in front of their property.

Report attached.

## **9. Legislative/Waterway Ordinance**

Nothing to report

## **10. Old business**

A. Dredging Study – Geotechnical analysis is continuing. See attached report.

B. C.A.U.S.E. – Nothing to report

C. FRC –WWMD and Crispell-Snyder presented 2 projects that they would like to be considered for grants. The projects are Idlewood Court and Grand Dr. The project for Idlewood Ct was OK'ed to start preliminary studies. We will not know the decision on the Grand Dr project until the next FRC meeting which will not be until April. These projects are paid 90% FRC and 10% WWMD.

## **11. New Business**

- Cmr Abplanalp has sadly has stated that he will be resigning from the board upon completion of this meeting. He will be available to help on projects in any way possible. Search for his replacement will begin immediately. He was appointed by the county and needs to be replaced by them.

Note: Norm has been on the committee since its inception and his knowledge and work ethic will be truly missed. Speaking on behalf of the WWMD I would like to thank him for all of his hard work. This will be a very large gap to fill on the board. I wish him well.

## 12. Opportunity for public to address WWMD Commissioners

Joe Wilinski had a question about what weeds are being targeted. The committee answered by stating that there are 2 types of treatment. One a liquid is used to kill the Eurasian milfoil which is a non native species and the other is a granule used sparingly only to rid weeds if obstructing navigation. Each property that is affected by the weed spraying is posted to avoid swimming or watering your lawn for 48 hours.

The public expressed concern about the individual property postings informing owners that the spraying was done is not up for as long as necessary.

Karen Novak stated that she did not get the notice and found out from a neighbor. She would like to know how she can find out when the spraying is done. The committee said it is always posted in the newsletter. It was also mentioned that a riparian owner can opt out of having it done by there property. Rick Bondar mentioned that he had questioned the DNR about areas of weeds that were not sprayed but were dying and questions whether the chemicals possibly drifted into areas that they should not have. They did not know the answer. The WWMD will look further into the questions.

Robert Hardy stated that he was glad the Town has passed the ordinance for storm water run-off because now the town has the ability to go after any violators.

Paul Novak would like to know what we or the DNR is doing to improve fishing such as cribs or the stocking of fish. Cmr Cornelius said that the CAUSE organization has done some fish stocking and has a program around it. Cmr Baron suggested that she would help with Paul find out more about restocking.

Respectfully Submitted,

Brian R. Marx, Secretary

### Meeting Guests Feb 21, 2009

Don Baron	7448 Poplar Cr	662-2463
Paul Novak	8244 Iverson Rd	414-659-9459
Bob Hardy	4527 Riverside Rd	514-4554
Joe Wilinski	29117 Beechwood Ln	662-3274
Rick Bondar	29129 Beechwood Ln	662-3458
John Bjork	5201 Riverside Rd	534-5570
Lois Abplanalp	7442 Poplar Cr	662-4892
Karen Novak	7842 Lakeview Rd	534-5253
Fran Wagner	5743 View Ct	534-4134

## **Waterford Waterway Management District**

### **Planning Committee Report**

February 15, 2009

#### **Island View Bay**

Certified payment request for C. W. Purpero, Inc. in the amount of \$54,3558.20  
Retainage of \$5,690.20 until spring growing season assures plant life of seed plugs n the buffer strip areas.

Payment request for Crispell-Snyder for the following invoices:

#8494 \$1880.20

#8684 \$95.00

Note, invoice 8393 in the amount of \$1899.94 has been paid, however #8494 is outstanding.

#### **Conservancy Bay**

Met with DNR representatives on Friday, February 13, 2009. Project does not conflict with the FRC project at the bend in the river.

C-S to proceeding with services, not to exceed contract amount of \$17,100 (including re-imbursables).

Completion date: May 1, 2009. Runzheimer has forwarded a grant of \$18,000 to the WWMD.

Payment request from Crispell-Snyder, invoice #8726, in the amount of \$2,419.95 for initial work on the project.

#### **Idlewood Court and Grand Drive**

Proposals for these projects are on the FRC agenda for approval, Friday, February 20, 2009.

#### **U.S. Army Corps of Engineers**

Received a call from Dave Bowman, Project Manager. USACE budget has been included in the current incentive legislation package that was approved last Friday. Urges contact with Representatives and Senators ASAP urging that our project be appropriated in the 2009-10 project budgets. Flood control for down stream communities will be a key to approval. The Waterford dam is the last control point in Wisconsin.

## Information and Education Committee Report:

### Website Updates:

#### Content Changes:

Articles and Events added: As submitted from CAUSE, WAL.  
Survey Added

#### 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 articles that were submitted:

Commissioners' Bostrom, Pekna, Cornelius

Articles have been sent to Editor (Dave Paulson). Changes/edits made to the articles by the Editor are final. Estimated completion of edits: WWMD monthly meeting date.

### Other:

It was requested that a postcard mailing be researched for this meeting. An email attachment was sent to all WWMD Commissioners of the quotes obtained for:

- Minuteman Press (\$659)
  - Inserting postcards into the WWMD Newsletter
    - The postcards would be the RSVP (of sorts) to an Adult Pontoon Classroom.
    - An article about the event would be included in the Newsletter, and the reader would be asked to respond (call to action) by returning the postcard via the mail, email or telephone.
  - That is the most economical option
    - Newsletter/Postcard/Postage/**no return postage** approximately \$659.00.
- Zairmail (\$891)
  - Perforated double postcard mailing with a 4/1 (color on the outside, black & white inside - see attachment) from [www.zairmail.com](http://www.zairmail.com).
    - These have a price of \$.99/each with job sizes for 500 pieces or more.
    - These prices are "in the mail" and include processing, printing, inserting, addressing, uv coating, mailing, and postage – there are no setup fees (Postcard/Postage/**return postage** approximately \$891.00).

# PR/Marketing Report for 02-21-09

Overall Marketing Goal: **To, create community awareness, to increase our volunteer base and financial interest.**

Objectives: **For present and future commissioners to achieve the SEWRPC, lake management plan. One, drop at a time and develop, "The Future Caretakers of Our Waterways ".**

Strategic Approaches for 2009:

Collateral **Brochures, folders, case studies, community calendars, stickers, fliers**

Newsletters **For donors, volunteers and Riparian's**

Listings **Directories, resource guides, event calendars**

Promotions/Events **Adult Pontoon Classroom, WWMD anniversary, annual meeting, volunteer appreciation , Eco contest, Eco run, recognition/volunteer of the year award**

Advertising **Classified or display ads, billboards (Lamar, still has some up), Eco product packaging (milk cartons panels etc.)**

Signage **Posters, lamp post banners, building signs, bulletin board updates**

Media Relations **News releases, news alerts, photo alerts, press kit, pitch letters, press conferences, interviews, letters to the editor, media events**

Sponsorships/Partnerships **Media, corporate, suppliers, government, volunteer organization**

Direct Marketing **Newsletter, postcards, letters, invitations, telemarketing, and commissioner's walk door-to-door.**

E-Marketing **Web site, database development, Eco blogs, e-newsletters (HTML attachment), banner ads, links, search engine listings, "permission-bases" emails, and monkey survey.**

**Donald J. Baron WWMD, PR/Marketing Chairman**

## February 2009 Aquatic Committee Report

Met as committee with Chairman Kosut to provide an overview of the committee's scope of work with new volunteers Dan Alvey and Jack Konczal, who are both riparian owners.

Contacted Crispell-Snyder to request costs to process our 2009 Public Bid for the aquatic plant management program and received quote from Todd Weiks in the amount of \$1600.  
Advertising for bids will be published in two consecutive March issues of the Waterford Post.

Article for spring newsletter;  
WWMD Aquatic Waterway Committee Winter Report  
February 5, 2009

We are in the midst of the initial planning requirements for our aquatic plant management plan for the coming summer season. The plan begins with the published public notice advising that the WWMD will be providing riparian owners with waterway plant management services, to be contracted with a qualified biological service provider, qualified by the WI Dept. of Natural Resources.

Our guidelines for aquatic plant management are based on historical data which has benchmarked past waterway treatment results, with established empirical  
Information then analyzed and compared to assess results, with physical sampling during an annual pre-treatment survey that guides the biologists and the WIDNR to determine the current corrective action plans.

Even as our past years summer season saw unique high water and flooding our biologists final results report for Tichigan Lake water quality found most values within a normal range, to even reduced levels from the previous two years, as they expected more significant impacts from the flooding. Indications show that during the flooding, phosphorus had a greater value than normal and this elevated level may still lead to increases in algae production during this coming season. The Lake is used as benchmark area due to the volume of this basin.

These past records indicate our aquatic plant management is providing a positive transition in the waterway, from almost out of control choked solid from the Eurasian water milfoil (EWM) invasive plant, to now seeing and recording four new native plant species not seen in previous years that were unable to establish themselves due to the heavy growth of EWM. Given space to grow, these new species can provide a more balanced habitat for aquatic life.

7:00 PM

03/16/09

Accrual Basis

**Waterford Waterway Management District**  
**Balance Sheet**  
As of March 21, 2009

	<u>Mar 21, 09</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Community State Bank	0.65
Equitable Bank - Checking	3,157.66
Equitable Bank - MM	82,971.75
<b>Total Checking/Savings</b>	<u>86,130.06</u>
<b>Total Current Assets</b>	<u>86,130.06</u>
<b>TOTAL ASSETS</b>	<b><u>86,130.06</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Long Term Liabilities	
Restricted Cash	
Island View Bay Abatement	50,000.00
<b>Total Restricted Cash</b>	<u>50,000.00</u>
<b>Total Long Term Liabilities</b>	<u>50,000.00</u>
<b>Total Liabilities</b>	50,000.00
Equity	
Fund Bal. Inc/(dec) in Revenue	
Island View Bay Water Abatement	-50,000.00
<b>Total Fund Bal. Inc/(dec) in Revenue</b>	-50,000.00
Opening Bal Equity	3,477.82
Unrestrict (retained earnings)	89,608.77
Net Income	-6,956.53
<b>Total Equity</b>	<u>36,130.06</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>86,130.06</u></b>



7:05 PM

03/16/09

Accrual Basis

**Waterford Waterway Management District**  
**Expenses by Vendor Detail**  
**February 21 through March 21, 2009**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Clr</u>	<u>Split</u>	<u>Amount</u>	<u>Balance</u>
<b>C.W. Purpero</b>								
Check	3/5/2009	1378	Invoice#002979 - Island Vie...	Project Expense		Equitable Bank...	54,358.20	54,358.20
Total C.W. Purpero							54,358.20	54,358.20
<b>Crispell-Snyder, Inc</b>								
Check	3/5/2009	1377	Invoice#8726 -Conservancy ...	Project Expense		Equitable Bank...	2,419.95	2,419.95
Check	3/5/2009	1377	Invoice#8684,8494-Island Vi...	Project Expense		Equitable Bank...	1,975.20	4,395.15
Total Crispell-Snyder, Inc							4,395.15	4,395.15
<b>Norman Abplanalp</b>								
Check	3/5/2009	1379	Lunch Reimbursement	Contingency Expense		Equitable Bank...	70.40	70.40
Total Norman Abplanalp							70.40	70.40
<b>Postmaster</b>								
Check	3/5/2009	1386	Stamps	Postage		Equitable Bank...	25.20	25.20
Total Postmaster							25.20	25.20
<b>No name</b>								
Deposit	2/28/2009		Interest	Interest Income		Equitable Bank...	-175.74	-175.74
Total no name							-175.74	-175.74
<b>TOTAL</b>							<b>58,673.21</b>	<b>58,673.21</b>

**Waterford Waterway Management District**  
**Deposit Detail**  
**February 21 through March 21, 2009**

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>Deposit</b>	<b>2/28/2009</b>		<b>Interest</b>	<b>Equitable Bank - MM</b>	<b>175.74</b>
			Interest	Interest Income	-175.74
TOTAL					-175.74
<b>Deposit</b>	<b>3/16/2009</b>		<b>Deposit</b>	<b>Equitable Bank - MM</b>	<b>37,560.00</b>
		Runzheimer Internati...	Deposit	Assigned Donations	-18,000.00
		Village of Waterford	Special Charge payment	Special Charge Reve...	-3,300.00
		Town of Waterford	Special Charge payment	Special Charge Reve...	-16,260.00
TOTAL					-37,560.00



