



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

**Waterford Waterway Management District**  
Board of Commissioners Meeting Minutes  
January, 21, 2012

**1. Call to Order**

Chairman Kelly Cornelius called the meeting to order at 9:00 AM at the Waterford Town Hall, Waterford, WI. Commissioners present: Brian Marx, Barbara Baron, Don Baron, Andres Peekna, and John Bostrom. Absent was Paul Kling.

**2. Approval of Minutes**

Motion to approve the minutes of the November, 19 2011 Board of Commissioners meeting were made by Cmr B. Baron and seconded by Cmr Bostrom. Vote: 6 Yes 0 No  
Minutes on file.

**3. Correspondence/Chairman's Report**

Chairman Cornelius transferred some invoices to Cmr Marx.  
Just an official note, per the Nov meeting, the meeting dates for winter have been changed to the second Saturday of the month and the new time will be at 9:00am. The summer meetings will also be moved to the second Thursday.

**4. Treasurer's Report**

Cmr Marx submitted a detailed report for January 2012  
Motion was made to approve the Treasurers Report by Cmr Bostrom seconded by Cmr D. Baron.  
Reports on file Vote: 6 Yes 0 No

**5. Bill Payment Approval**

\$526.85	Minuteman Press - Newsletter
\$95.76	Armando Garcia- Web Hosting
\$4513.49	Graef - ESR - Professional Services

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

**6. Project Updates**

No active projects at this time

**7. Committee Reports**

- A. Aquatic Plant, Navigation & Hydrology  
Nothing to report
- B. Eco-Restoration  
See attached report
- C. Information and Education  
Nothing to report
- D. Marketing  
See attached report
- E. Legislative Committee Report  
See attached report
- F. Ordinance  
Nothing to report
- G. Planning  
Nothing to report

- H. Research  
Nothing to report
- I. Special Projects  
Nothing to report
- J. Executive and History Committee Report  
Nothing to report

#### **11. Old business**

- A. C.A.U.S.E Report. – Nothing to report
- B. Fox River Commission Report – The FRC sent an email on Jan 5<sup>th</sup> stating that they will have \$200,000 for potential projects after July 1<sup>st</sup>. We have a list of 6 potential projects for consideration. Paul Kling will review and follow up further on these projects and will potentially report back at the Feb meeting.
- C. Rain Garden Application Update – The application has been reviewed by Cmr D. Baron and needs further site review before allocating fund to Molly Cottral from the WWMD rain garden program. This will be reviewed in spring.

#### **12. New Business**

- A. Special Charge Adjustment requests- There were 4 requests. Marilyn Arvan, Ronald Kaskavitch, Don Schultz and Joe Wilinski had requested the adjustment. Marilyn Arvan and Ronald Kaskavitch had applied to merge their extra properties to their main property in the proper time frame to have them removed from the tax roll so they were not double charge. However, the county had made an error with their paperwork. It was suggested the county send the WWMD confirmation that an error was made and we should refund the request. Joe Wilinski and Don Schultz have not done the proper paperwork in the needed time frame to have that removed so the WWMD can not reimburse them at this time.
- B. Lighted Buoy maintenance- The Waterford Police department have requested help from the WWMD in purchasing new buoy lights by donating \$1002.00 to the cost as the department budget was cut. A motion was made by Cmr D. Baron to approve giving \$1002.00 to pay for the cost of the buoys. It was seconded by Cmr Peekna Vote: 5 Yes 1 No
- C. Administrative Support/Coverage-Chairman Cornelius has asked the board to come up with a list of duties that an administrative person could do to help the board.
- D. Unofficial meeting summary- Chairman Cornelius had suggested posting a simple summary of the monthly meeting results list as unofficial on the public facing web sites the WWMD participate in. She will have something together for next month.
- E. Upcoming waterway district training-The Wisconsin Lakes Partnership is having a training seminar in Green Bay on April 12<sup>th</sup>. Chairman Cornelius asked if any of the commissioners would be interested in attending.
- F. Shoreline permit workshop-Julie Anderson from the Racine County Planning commission had mentioned to Cmr B. Baron about having a workshop at the town hall in regards to shoreline restoration permitting. More information to follow but will happen sometime this spring.

#### **13. Opportunity for public to address WWMD Commissioners**

Dan Dickinson request to discuss a letter he sent to the district Nov. As this was not on this months agenda, Chairman Cornelius suggested it be added to the Feb agenda for further discussion. He also requested as a good faith effort, that meetings be posted on Facebook specifically. Chairman Cornelius said we would do our best to accommodate but can not promise that it will always be feasible. He lastly stated that he was displeased on how the ESR committee had made decisions that he feels he should have been a part of as a volunteer. This was noted by Chairman Cornelius.

Respectfully Submitted,

Brian R. Marx, Secretary

**Meeting Guests** Jan 21, 2012

Bill Mainus	28658 Clove Ct	262-706-3143
Dan Dickinson	6929 Dickinson Ln	262-492-1017
Dennis Hasenfang	5680 Island View Ct	847-323-8910
Jeff Graul	29308 Forest Isle Ln	773-612-3266
Joe Wilinski	29117 Beechwood Ln	662-3274
John Bjork	5201 Riverside Rd.	534-5570
Sue Petit	5950 N River Bay	895-3205
Joe Zimmerman Jr.	6434 Channel Rd	224-422-8374

**Aquatic vegetation management**

No current activity  
2012 planning will begin the end of January

**Hydrology: Eco-System Restoration Committee**

ESR Project Team,  
Jim Pindel, Don Baron, Andres Peeknes, Paul Kling & John Bostrom, Team Leader  
Dick Kosut advised his retirement from the ESR project team effective end of January.

- Graef USA. our professional engineering firm (PEF), has assembled field data to complete the first draft of preliminary dredging application and has provided the document to the WDNR.
- Discussions with WDNR project team began to confirm application content and Graef confirmed the necessary elements are included in contents to allow WDNR to begin review.
- USACOE (ARMY Corps of Engineers) will be part of regulatory review approval team.
- WDNR water specialist team will provide initial sediment testing plan requirements in 30 – 45 days after the preliminary dredge application is signed by WDNR management.
- Discussions will continue with Graef and WDNR to identify land fill sites to store sediment soils, depending on elements identified within the sediment.
- Test reports of sediment samples will provide information on approved storage methods.
- Gift finance funding sub-committee – no report
- Grant finance funding sub-committee – no report

Project work is now on hold pending WDNR application approval, gathering field test samples when weather permits and obtaining sediment test reports from core samples.

Respectfully,  
John Bostrom  
Projects Chairman

PR/Marketing Committee Report  
January 21, 2012

***Communications and Outreach:***

Over the years, more and more of us are living and building along the Fox River and Tichigan Lake. One lot at time, we are changing the natural features of shoreland areas to accommodate our landscaping and recreational preferences in the Waterford WI watershed.

The rate of development has increased tremendously during the past 30 years. Current patterns of shoreland development include bigger homes, larger lawns and more impervious surfaces – all of which continue to grow in number and scale as more of us move to river/lake shores. According to the WDNR, adverse impacts associated with these changes include loss of fish and wildlife habitat and gradually declining water quality. These development patterns, lot features and landscape choices along river/lake edges negatively change river/lakes in ways that older, smaller, less intensely developed cabins did not. WWMD has implimented traditional educational measures, necessary and valuable for raising awareness about what is needed to protect the health of our river/lakes, creating significant behavior changes among river/lakes property owners. WWMD is continuously looking for better ways to encourage residents to take better care of river/lakes and shoreline habitats. Interest in WWMD within Wisconsin's DNR professionals' and Waterford community has grown in recent years. The WWMD Lake Management Plan has sparked a growing interest to implement and evaluate WWMD principles in the context of protecting our watershed.

While the WWMD commission is a significant player in achieving positive results, the public needs to understand the dredging and dredged material management situation. The PR/Marketing committee recommends that a concentrated communication and outreach effort be initiated to provide understanding and involvement of the public and other stakeholders.

**Once the ESR strategic plan is completed, we will meet to develop a comprehensive marketing approach to accomplish our goal.**

*Vehicles:*

- Monthly and annual meetings
- District's web site <http://www.wwmd.info/>
- Facebook "unofficial" postings
- District Newsletter
- Mailings
- email
- News releases to media

**WWMD wants the people that are being affected by watershed problems to be informed.**

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

Legislative / Waterway Ordinance Committee report

2012-1-20, Andres Peekna

New, more attractive brochure boxes were ordered, for housing the “Town and Village of Waterford Boating Ordinance Summary”, and installed on 2011-9-6. By now, the final results on increased consumption are in. To make the story short, between picking up 20 surplus copies from the Town of Waterford Police Station, and running off 21 extra copies on blue paper, a total of 41 extra copies were fielded where they were most needed; at the dam and at the launch site near the Iron Bridge. On 2012-1-3, the brochure box at the dam had 4 copies left, and the one near the Iron Bridge had 1 left. Thus, at least 36 copies were consumed between 2011-9-6 and the ice-covered end of any boating season. Plus a few at the River City Marina site.

There are about 9 months total in the overall boating season. Maximum boat traffic occurs in June, July and August. During March, April and May I assumed about 1/4 of the traffic (early diehards) compared with July-August. During September, October and November, I observed that the late diehard boaters were also augmented by the duck hunters, implying that the assumed total boat traffic was now about 1/2 of that during summer, and twice that in the spring. Thus, assuming a shortfall of 40 copies last fall, and assuming the same increased consumption rate throughout the year, leads to an estimate of 140 extra copies, above last year’s order.

Upon Kelly’s suggestion, talked with Steve at Minuteman Press today (2012-1-20). He informed me that last year, 200 copies were ordered. He also shared their current quantity vs. price scale, as below:

300 copies, \$74.03

400 copies, \$85.12

500 copies, \$93.21

$200 + 140 = 340$ . This means that the *lowest* number we should consider for 2012 should be 400, and in view of the small price difference and the extra insurance it provides, I recommend we order 500. Let’s discuss.

9:40 PM

02/07/12

Accrual Basis

**Waterford Waterway Management District**  
**Balance Sheet**  
As of February 11, 2012

	<u>Feb 11, 12</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Equitable Bank - Checking	236.99
Equitable Bank - MM	210,239.27
Total Checking/Savings	<u>210,476.26</u>
Total Current Assets	<u>210,476.26</u>
<b>TOTAL ASSETS</b>	<b><u>210,476.26</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Long Term Liabilities	
Conservancy Bay Project	18,000.00
Total Long Term Liabilities	<u>18,000.00</u>
Total Liabilities	18,000.00
Equity	
Conservancy Bay Project 1	-18,000.00
Opening Bal Equity	3,477.82
Unrestrict (retained earnings)	137,000.67
Net Income	<u>69,997.77</u>
Total Equity	<u>192,476.26</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>210,476.26</u></b>

**Waterford Waterway Management District**  
**Income Detail**  
As of February 11, 2012

Type	Date	Name	Memo	Class	Split	Amount	Balance
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>Other</b>							
<b>Interest Income</b>							
Deposit	9/30/2011		Interest	General	Equitable Bank...	48.74	48.74
Deposit	10/31/2011		Interest	General	Equitable Bank...	49.80	98.54
Deposit	11/30/2011		Interest	General	Equitable Bank...	45.42	143.96
Deposit	12/31/2011		Interest	General	Equitable Bank...	46.97	190.93
Deposit	1/31/2012		Interest	General	Equitable Bank...	51.33	242.26
Total Interest Income						242.26	242.26
<b>Sales of WWMD Merchandise</b>							
Deposit	10/10/2011	River City Marina	Map sales		Equitable Bank...	40.00	40.00
Total Sales of WWMD Merchandise						40.00	40.00
<b>Unassigned Donations</b>							
Deposit	10/10/2011	Tom Hincz	Donation		Equitable Bank...	250.00	250.00
Total Unassigned Donations						250.00	250.00
Total Other						532.26	532.26
<b>Special Charge Revenue</b>							
Deposit	10/10/2011	Village of Waterford	August payment fro...		Equitable Bank...	250.00	250.00
Deposit	10/10/2011	Town of Waterford	August payment fro...		Equitable Bank...	6,325.85	6,575.85
Deposit	1/18/2012	Village of Waterford	First yearly payment		Equitable Bank...	12,750.00	19,325.85
Deposit	2/2/2012	Town of Waterford	January Settlement ...		Equitable Bank...	61,125.00	80,450.85
Total Special Charge Revenue						80,450.85	80,450.85
Total Income						80,983.11	80,983.11
Net Ordinary Income						80,983.11	80,983.11
<b>Net Income</b>						<b>80,983.11</b>	<b>80,983.11</b>



9:45 PM

02/07/12

Accrual Basis

**Waterford Waterway Management District**  
**Spend - Year to Date**  
**September 30, 2011 through February 11, 2012**

	<u>Sep 30, '11 - Feb 11, 12</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Other</b>	
Interest Income	242.26
Sales of WWMD Merchandise	40.00
Unassigned Donations	250.00
<b>Total Other</b>	532.26
<b>Special Charge Revenue</b>	80,450.85
<b>Total Income</b>	80,983.11
<b>Expense</b>	
Annual Meeting Expense	870.77
Dues & Subscriptions	85.00
Legislative Committee	86.11
Newsletter Expense	939.47
Postage	44.00
Professional Expenses(A&L)	200.00
Project Expense	8,615.49
Web Site Development	95.76
<b>Total Expense</b>	10,936.60
<b>Net Ordinary Income</b>	70,046.51
<b>Net Income</b>	<u><u>70,046.51</u></u>

9:31 PM

02/07/12

Accrual Basis

## Waterford Waterway Management District Expenses by Vendor Detail January 21 through February 11, 2012

Type	Date	Num	Memo	Account	Class	Amount	Balance
<b>Armando Garcia</b>							
Check	2/2/2012	1552	Annual Hosting fee Inv# 2004	Web Site Development	General	95.76	95.76
Total Armando Garcia						95.76	95.76
<b>Graef</b>							
Check	2/2/2012	1547	ESR - Professional Services...	Project Expense	ESR/Dredging	3,692.49	3,692.49
Check	2/2/2012	1547	ESR - Professional Services...	Project Expense	ESR/Dredging	821.00	4,513.49
Total Graef						4,513.49	4,513.49
<b>KJ Tax &amp; Accounting</b>							
Check	1/21/2012		Quickbooks Monthly fee	Professional Expenses(...	General	50.00	50.00
Total KJ Tax & Accounting						50.00	50.00
<b>Minuteman Press</b>							
Check	2/2/2012	1553	January Newsletter Inv#14066	Newsletter Expense	General	526.85	526.85
Total Minuteman Press						526.85	526.85
<b>Waterford Police Services</b>							
Check	2/2/2012	1550	Donation Toward Buoy Repl...	Project Expense	Special Projects	1,002.00	1,002.00
Total Waterford Police Services						1,002.00	1,002.00
<b>No name</b>							
Deposit	1/31/2012		Interest	Interest Income	General	-51.33	-51.33
Total no name						-51.33	-51.33
<b>TOTAL</b>						<b>6,136.77</b>	<b>6,136.77</b>

9:47 PM

02/07/12

Accrual Basis

**Waterford Waterway Management District**  
**Project Spend Breakdown**  
September 30, 2011 through February 11, 2012

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Debit</u>	<u>Balance</u>
<b>Aquatic Plant Eradication</b>								
Check	10/11/2011	1541	Bonestroo	Post treatment survey	Project Expe...	Aquatic Plant Eradication	2,900.00	2,900.00
Total Aquatic Plant Eradication							2,900.00	2,900.00
<b>ESR/Dredging</b>								
Check	11/2/2011	1546	Jeff Smikowski	District Pontoon boat	Project Expe...	ESR/Dredging	200.00	200.00
Check	2/2/2012	1547	Graef	ESR - Professional Services Inv#0072588	Project Expe...	ESR/Dredging	3,692.49	3,892.49
Check	2/2/2012	1547	Graef	ESR - Professional Services Inv#0072281	Project Expe...	ESR/Dredging	821.00	4,713.49
Total ESR/Dredging							4,713.49	4,713.49
<b>Special Projects</b>								
Check	2/2/2012	1550	Waterford Police Services	Donation Toward Buoy Replacement Lights	Project Expe...	Special Projects	1,002.00	1,002.00
Total Special Projects							1,002.00	1,002.00
<b>TOTAL</b>							<b>8,615.49</b>	<b>8,615.49</b>

10:00 PM

02/07/12

Accrual Basis

**Waterford Waterway Management District**  
**General Spend Breakdown**  
September 30, 2011 through February 11, 2012

Type	Date	Num	Name	Memo	Account	Debit	Balance
<b>Annual Meeting Expense</b>							
Check	10/11/2011	1539	Minuteman Press	Printing of minutes, ballots agendas	Annual Meeting Expense	94.06	94.06
Check	10/11/2011	1426	Jamie Lunsman	Chair Rental	Annual Meeting Expense	100.00	194.06
Check	10/11/2011	1542	Southern Lakes Newspapers,LLC	Ad for annual meeting agenda posting	Annual Meeting Expense	67.66	261.72
Check	10/11/2011	1542	Southern Lakes Newspapers,LLC	Ad for annual meeting budget posting	Annual Meeting Expense	409.00	670.72
Check	11/2/2011	1545	Agency Promo Group	Annual Meeting Waterdrop award	Annual Meeting Expense	200.05	870.77
Total Annual Meeting Expense						870.77	870.77
<b>Dues &amp; Subscriptions</b>							
Check	1/18/2012	1559	Waterford Chamber of Commerce	Annual Membership Dues	Dues & Subscriptions	85.00	85.00
Total Dues & Subscriptions						85.00	85.00
<b>Legislative Committee</b>							
Check	10/11/2011	1540	Andres Peekna	Reembersment - Brochure Boxes for boat launch r...	Legislative Committee	86.11	86.11
Total Legislative Committee						86.11	86.11
<b>Newsletter Expense</b>							
Check	10/12/2011	1532	Postmaster	Deposit in post office account for newsletter postage	Newsletter Expense	200.00	200.00
Check	1/18/2012	1558	Kelly Cornelius	Newsletter Reimbersment	Newsletter Expense	212.62	412.62
Check	2/2/2012	1553	Minuteman Press	January Newsletter Inv#14066	Newsletter Expense	526.85	939.47
Total Newsletter Expense						939.47	939.47
<b>Postage</b>							
Check	10/12/2011	1532	Postmaster	Stamps	Postage	44.00	44.00
Total Postage						44.00	44.00
<b>Professional Expenses(A&amp;L)</b>							
Check	10/5/2011		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(A&L)	50.00	50.00
Check	11/5/2011		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(A&L)	50.00	100.00
Check	12/5/2011		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(A&L)	50.00	150.00
Check	1/21/2012		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(A&L)	50.00	200.00
Total Professional Expenses(A&L)						200.00	200.00
<b>Web Site Development</b>							
Check	2/2/2012	1552	Armando Garcia	Annual Hosting fee Inv# 2004	Web Site Development	95.76	95.76
Total Web Site Development						95.76	95.76
<b>TOTAL</b>						<b>2,321.11</b>	<b>2,321.11</b>

9:27 PM

02/07/12

Accrual Basis

**Waterford Waterway Management District**  
**Aquatic Plant Eradication Spend**  
September 13, 2011 through February 11, 2012

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Amount</u>	<u>Balance</u>	
<b>Project Expense</b>									
Check	10/11/2011	1541	Bonestroo	Post treatment survey	Project Expense	Aquatic Plant Eradication	2,900.00	2,900.00	
Total Project Expense							2,900.00	2,900.00	
<b>TOTAL</b>							<b>2,900.00</b>	<b>2,900.00</b>	

10:02 PM

02/07/12

Accrual Basis

**Waterford Waterway Management District**  
**ESR/Dredging Transaction Detail Report**  
September 1, 2011 through February 11, 2012

Type	Date	Num	Name	Memo	Account	Class	Amount	Balance
<b>Graef</b>								
Check	2/2/2012	1547	Graef	ESR - Professional Services Inv#00...	Project Expense	ESR/Dredging	3,692.49	3,692.49
Check	2/2/2012	1547	Graef	ESR - Professional Services Inv#00...	Project Expense	ESR/Dredging	821.00	4,513.49
Total Graef							4,513.49	4,513.49
<b>Jeff Smikowski</b>								
Check	11/2/2011	1546	Jeff Smikowski	District Pontoon boat	Project Expense	ESR/Dredging	200.00	200.00
Total Jeff Smikowski							200.00	200.00
<b>TOTAL</b>							<b>4,713.49</b>	<b>4,713.49</b>



