

SEPTEMBER 8, 2015 COUNTY BOARD MEETING COMMITTEE MINUTES PACKET

Walworth County Board of Adjustment MINUTES

August 12, 2015 - Hearing – 8:30 AM

August 13, 2015 – Meeting – 8:30 AM

County Board Room

Government Center – Elkhorn, Wisconsin

A hearing and decision meeting of the Walworth County Board of Adjustment was held on August 12 & 13, 2015, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on August 12, 2015, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. Those present on August 13, 2015, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. “Sign-in” sheets listing attendees on August 12, 2015, and August 13, 2015, are kept on file as a matter of record.

The August 12, 2015, hearing was called to order by Chair John Roth at 8:30 A.M. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as printed. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. Elizabeth Sukala motioned to approve the July 8 & 9, 2015, Minutes and dispense with the reading. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Elizabeth Sukala motioned to recess until 8:30 A.M. on Thursday, August 13, 2015. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The August 12, 2015, hearing went into recess at approximately 11:03 A.M.

On August 13, 2015, at 8:30 A.M., Chair John Roth called the decision meeting to order. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as printed. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Elizabeth Sukala motioned to adjourn until the September 9, 2015, hearing at 8:30 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The August 13, 2015, decision meeting adjourned at approximately 9:12 A.M.

Five variance hearings were scheduled and details of the August 12, 2015, hearings and the August 13, 2015, decisions are digitally recorded and available to the public upon request / video to view on our website: www.co.walworth.wi.us.

Old Business - none

New Business – Variance Petitions

Hearing – Count #8:34:40 – 8:46:07 / Decision – Count #8:33:30 – 8:35:30

The First Hearing was David L. & Patricia R. Polivka, owners – Section(s) 28 – Geneva Township

Applicants are requesting a variance from Section(s) 74-163 / 74-181 / 74-221 of Walworth County’s Code of Ordinances – Shoreland Zoning to construct an accessory structure (garage).

REQUIRED BY ORDINANCE: The Ordinance requires a 25' street yard setback and a 25' rear yard setback.

VARIANCE REQUEST: The applicants are requesting an approximate 10.03' street yard setback and an approximate 9.19' rear yard setback. The request is a variance from Section(s) 74-163 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an accessory structure (garage).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 12 & 13, 2015, for the petition of David L. & Patricia R. Polivka, owners, voted to **APPROVE** the request for an approximate 10.03' street yard setback and an approximate 9.19' rear yard setback.

A motion was made by Ann Seaver to approve the variance request as presented. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the abandoned railroad right-of-way and the narrow lot being split by South Shore Drive to be unique property limitations. The Board found no harm to public interests as other parcels on South Shore Drive have similar situations. The Board found the existing septic system and well did not allow for placement of the accessory structure on the same side of the road as the residence. There was one letter of support from the Town of Geneva. There was no opposition.

Hearing – Count #8:46:08 – 8:57:55 / Decision – Count #8:35:31 – 8:37:53

The Second Hearing was David C. & Juli A. Markham, owners – Section(s) 26 – East Troy Township

Applicants are requesting a variance from Section(s) 74-38 / 74-52 of Walworth County's Code of Ordinances – Zoning to construct an accessory structure (garage).

REQUIRED BY ORDINANCE: The Ordinance requires a 25' street yard setback and a 20' side yard setback.

VARIANCE REQUEST: The applicants are requesting a 7.30' street yard setback and a 5.97' side yard setback. The request is a variance from Section(s) 74-38 / 74-52 of Walworth County's Code of Ordinances – Zoning to construct an accessory structure (garage).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 12 & 13, 2015, for the petition of David C. & Juli A. Markham, owners, voted to **APPROVE** the request for a 7.30' street yard setback and a 5.97' side yard setback.

A motion was made by Ann Seaver to approve the variance request as presented. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the property owner did prove exceptional or unique circumstances to the property. The Board found the slope of the property and wetland and wooded areas elsewhere on the property limited options for placement of the

accessory structure. The Board found to approve the variance request would cause no harm to public interests as the structure is set back from the road and the parcel is surrounded by family-owned land. The Board found to approve the variance request will permit the equipment used to maintain the road to be stored under cover and will help prevent deterioration of the equipment. There was a petition of support from neighboring property owners and one letter of support from the Town of East Troy. There was no opposition.

Hearing – Count #8:57:56 – 09:28:24 / Decision – Count #8:37:54 – 8:42:38

The Third Hearing was Timothy R. & Renee A. Richter Trust, owner / Attorney Theodore N. Johnson of Godfrey, Leibsle, Blackburn & Howarth, S.C., applicant – Section(s) 24 – Spring Prairie Township

Applicants are requesting a variance from Section(s) 74-51 of Walworth County’s Code of Ordinances – Zoning to construct a contractor’s storage building on land proposed to be rezoned to A-4.

REQUIRED BY ORDINANCE: The Ordinance requires a 75’ side yard setback.

VARIANCE REQUEST: The applicants are requesting a 10’ side yard setback. The request is a variance from Section(s) 74-51 of Walworth County’s Code of Ordinances – Zoning to construct a contractor’s storage building on land proposed to be rezoned to A-4.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 12 & 13, 2015, for the petition of Timothy R. & Renee A. Richter Trust, owner, Attorney Theodore N. Johnson of Godfrey, Leibsle, Blackburn & Howarth, S.C., applicant, voted to **APPROVE** the request for a 10’ side yard setback **subject** to rezone and conditional use approval by the Walworth County Zoning Agency.

A motion was made by Ann Seaver to approve the variance request. Ann Seaver rescinded her motion.

A motion was made by Elizabeth Sukala to approve the variance request only with condition of approval granted by the County Zoning Agency. .Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the Walworth County Zoning Agency is scheduled to meet on August 20, 2015, for a rezone and conditional use request, therefore the variance request was approved subject to approval of the rezone and conditional use request of the County Zoning Agency. The Board found the uses on the property to be clearly defined and separated. The Board found to approve the variance request would cause no harm to public interests as the parcel is surrounded by farmland. The Board found to approve the variance request will allow the owner to put the equipment under cover and improve safety of the property. The Board found existing structures on the parcel limit options for the placement of the proposed accessory structure. There were letters of support from a neighboring property owner and the Town of Spring Prairie. There was no opposition.

Hearing – Count #9:28:25 – 10:09:43 / Decision – Count #8:42:39 – 8:54:39

The Fourth Hearing was Linda W. Wagner Trust, owner – Section(s) 27 - Whitewater Township

Applicants are requesting a variance from Section(s) 74-163 / 74-167 / 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the location of a residence, porch, deck and boathouse and for the construction of an addition to a single-family residence and for the construction of an accessory structure (shed).

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback for a residence, porch and deck, a 25' street yard setback for a residence and shed, a 10' street yard setback for a boathouse and a 15' side yard setback for a shed.

VARIANCE REQUEST: The applicants are requesting a 56.6' shore yard setback for a deck, an approximate 60' shore yard setback for an enclosed porch, an approximate 71' shore yard setback for a residence, a 22.5' street yard setback for a residence, a 5' street yard setback for an addition to a residence, a 2' street yard setback for a shed, a 12.9' side yard setback for a shed and a 3.9' street yard setback for a boathouse. The request is a variance from Section(s) 74-163 / 74-167 / 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the location of a residence, porch, deck and boathouse and for the construction of an addition to a single-family residence and for the construction of an accessory structure (shed).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 12 & 13, 2015, for the petition of Linda W. Wagner Trust, owner, Linda Wagner, applicant, voted to **APPROVE** the request for a 56.6' shore yard setback for a deck, an approximate 60' shore yard setback for an enclosed porch, an approximate 71' shore yard setback for a residence, a 22.5' street yard setback for a residence, a 5' street yard setback for an addition to a residence, a 2' street yard setback for a shed, a 12.9' side yard setback for a shed and a 3.9' street yard setback for a boathouse.

A motion was made by Elizabeth Sukala to approve the setbacks for the existing structures. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

A motion was made by Elizabeth Sukala to approve the proposed addition. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

A motion was made by John Roth to approve the proposed shed. Seconded by Ann Seaver for discussion. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS:

APPROVAL to permit the location of a residence, porch, deck and boathouse:

The Board found a unique property limitation in the unimproved 60' wide public access road to the lake on the north edge of the property. The Board found the undulating shoreline impacts the shore yard setback measurements. The Board found to approve the variance request for the existing structures would cause no harm to public interests as the structures have existed since the 1980's without complaint.

APPROVAL to permit construction of an addition to a single-family residence:
The Board found the steep slopes of the lot and location of the existing septic system and well did affect the options for placement of the addition.

APPROVAL to permit construction of an accessory structure (shed): The Board found to approve the variance request would cause no harm to public interests. The Board found to approve the variance request would permit the owner to put equipment under roof which would improve the safety of the property. The Board found the variance request met the criteria necessary for approval.

There was one letter of support from a neighboring property owner. There was a letter of comment from the Wisconsin Department of Natural Resources.

Hearing – Count #10:09:44 – 11:02:18 / Decision – Count #8:54:40 – 9:02:05

The Fifth Hearing was Lawrence R. & Diane M. Jacob, owners / Larry Jacob, applicant – Section(s) 35 – Whitewater Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition and deck to a single-family residence and grade changes, retaining walls and a deck in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance requires an 18' street yard setback (average), an 11.04' side yard setback (16%) and a 46.94' shore yard setback for a residence; prohibits grade changes and retaining walls in the shore yard unless walls are necessary for erosion control; and requires accessory structures (decks) to meet a 75' shore yard setback and 11.04' side yard setback.

VARIANCE REQUEST: The applicants are requesting an addition and a deck to a single-family residence with a 10.66' street yard and 3.92' side yard setback; grade changes and retaining walls with a 0' shore yard setback; and an accessory structure (decks) in the shore yard with a 0' shore yard and 0' side yard setback. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition and deck to a single-family residence and grade changes, retaining walls and a deck in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 12 & 13, 2015, for the petition of Lawrence R. & Diane M. Jacob, owners / Larry Jacob, applicant, voted to **APPROVE** the request for an addition and a deck to a single-family residence with a 10.66' street yard and 3.92' side yard setback; grade changes and retaining walls with a 0' shore yard setback; and an accessory structure (decks) in the shore yard with a 0' shore yard and 0' side yard setback.

A motion was made by Ann Seaver to approve all the variances as requested. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found unique and exceptional circumstances to the property in the configuration of the lot and the extremely steep slopes. The Board found that grade changes were needed to stabilize slopes and correct an eroding

shoreyard. The Board found the decks at the shore existed since 1968 and needed to be moved to correct an encroachment. The Board found the owner did consider the stormwater issues on the property in the rehabilitation proposal and the owner also planned to use a rain garden to manage water drainage. The Board found the owner put much thought and research into the products to be used to protect and stabilize the shoreline. The Board found the location of the existing septic system and shared well and the physical limitations of the property did limit options for placement of structures on the property. The Board found approval of the variance request would permit safety issues on the property to be resolved. The Board found approval would allow the owner to bring the property more into compliance.

There were three letters of support from neighboring property owners. There was an e-mail of support from the Town of Whitewater. There was a letter of comment from the Wisconsin Department of Natural Resources. There was no opposition.

Other

- A. Discussion / possible action regarding a reconsideration request for Timothy R. & Mari J. Z. Leroy, owners – East Troy Township

After discussion a motion was made by Ann Seaver to approve. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

REQUIRED BY ORDINANCE: The Ordinance requires a 73.2' shore yard setback (average).

VARIANCE REQUEST: The applicants are requesting a 26.8' shore yard setback. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a deck and stairway.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of July 8 & 9, 2015, for the petition of Timothy R. & Mari J. Z. Leroy, owners, voted to **DENY** (**see reconsideration below) the request for a 26.8' shore yard setback.

BOARD OF ADJUSTMENT FINDINGS: (**see reconsideration below) The Board found the owner did not prove unique circumstances to the property not generally found on other neighboring properties rather than considerations personal to the property owner. The Board found to deny the variance request would not cause unnecessary hardship. The Board found to approve the variance request would cause harm to public interests in adding to the existing impervious surface. The Board found ingress / egress to the structure does exist without variance approval. The Board found the owner had not provided the Town of East Troy recommendation as requested by the Board. The Board found the variance request does meet the criteria for approval as presented. A contractor spoke in support. There were letters of opposition from the Wisconsin Department of Natural Resources and the Walworth County Land Conservation Division.

***The owner / applicant shall contact the Walworth County Land Use & Resource Management Department immediately to bring the property into compliance with the requirements of the Walworth County (Shoreland) Zoning Ordinance.**

****RECONSIDERATION ON AUGUST 13, 2015**

**BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 13, 2015, for the petition of Timothy R. & Mari J. Z. Leroy, owners, voted to APPROVE the variance reconsideration request for:
a 26.8' shore yard setback.**

8-13-15 BOARD OF ADJUSTMENT FINDINGS: The Board found to reconsider their decision and approve the variance request for a 26.8' shore yard setback to construct a deck and stairway. The Board found their request for a Town Review, while delayed, had now been met. The Board found the size of the deck and stairway to be minimal. The Board found to approve the variance request would address safety concerns and better access to the lake. The Board found to approve the variance request would cause no harm to public interests. There was a letter in support from the Town of East Troy.

- B. Discussion / possible action on Township correspondence – none

Staff Reports

- A. Court cases update - none
- B. Distribution of reports, handouts and correspondence – none

Proposed discussion for next agenda

The following items were requested to be put on the September 2015 agenda, if applicable:

- A. Discussion / possible action on Township correspondence
- B. Court cases update
- C. Distribution of reports, handouts and correspondence

ANN SEAVER
WALWORTH COUNTY BOARD OF ADJUSTMENT

These minutes are not final until approved by the Board of Adjustment at the next scheduled hearing date.

The meeting was called to order at 9:00 a.m. by Chair LaVerne Duncan.

Roll call was conducted. Members present included Chair LaVerne Duncan, Vice Chair David Jordan, Governing Board Members Judy Atkinson, Mary Polachowski and Penny Scheuerman. Board Member Janet Kelly was excused. A quorum was declared.

Others in attendance:

Lori Muzatko, Division Manager-Aging/Long Term Care and Resource Support; Jennifer Selz, ADRC Supervisor; Anne Prince, HS Supervisor/Aging Director; Becky Bechtel, Recording Secretary

On motion by Board Member Polachowski, seconded by Vice Chair Jordan, the agenda was approved by voice vote.

On motion by Vice Chair Jordan, seconded by Board Member Polachowski, the June 1, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business

- **Senior Dining Program – Volunteer Mileage update**

Anne Prince, HS Supervisor/Aging Director, said the Health and Human Services Board met on Wednesday, July 22. Although staff recommendation was to cap the amount of reimbursement, the Board voted to eliminate all reimbursement of mileage to Senior Dining volunteers, effective August 1, 2015. Vice Chair Jordan asked if the elimination of the payment will affect the number of volunteers. Prince said thus far there is no indication from any of them that they will drop out. No other county in the State reimburses mileage for Senior Dining volunteers, and this does not affect the Meals on Wheels program. The approximate savings is \$2,400 per year.

New Business

- **Milwaukee County Department of Family Care**

Lori Muzatko, Division Manager-Aging/Long Term Care and Resource Support said she received the notice from Milwaukee County Department of Family Care that they have changed their business name to My Choice Family Care, effective July 1, 2015. They are waiting to receive new brochures, etc.

- **Public Hearing – County Plan on Aging**

Muzatko distributed a color copy of the notice/invitation on the public hearing for the 2016-2018 Walworth County Plan on Aging. The hearing will be held at the Health and Human Services Auditorium on Wednesday, August 19, 2015 at 2:00 p.m. The notice has been sent to all news media and published in the *Walworth County Shopper*, shared with the Walworth County Aging Network and other professional organizations, and will be distributed at all of the Senior Dining Centers. From now until the hearing, the draft will be available for public review at the ADRC or online on the ADRC site. The notice has also been distributed to area churches and libraries. Chair Duncan suggested highlighting the portion on transportation to make citizens aware of available services.

- **Review and Approval of Draft 2016-2018 County Plan on Aging**

Muzatko said the Board had input on identifying unmet needs, staff incorporated their suggestions and the draft plan is ready for discussion and comments. If the Board approves the draft, it will go to the public this Wednesday, August 5.

Muzatko gave a brief overview of the Executive Summary, the organization and structure of the County Aging Unit (which includes the Aging and Disability Resource Center), mission statement and description. The organizational chart sets forth the hierarchy of the Aging Unit. All staff in the County Aging Unit and their responsibilities are listed in the plan. When the Plan is ready to be submitted, Chair Duncan, County Board Chair Russell and County Administrator Bretl will have to sign the Verification of Intent.

In 2009, the County was awarded an Aging and Disability Resource Center (ADRC) grant and consolidated to become one division within the Department. The ADRC offers a single entry point for information and assistance on issues affecting older adults, adults with disabilities and access to a wide variety of resources. Over the next 25 years, the County will see a dramatic increase in its older adult population, and currently the age 65 and over population represents 13.6% of the total county population. Also, the size of the “Millennial” population exceeds that of the Baby Boomers and is more diverse: 44% of them are part of a minority race or ethnic group. Currently 97% of the County’s population is Caucasian, but as that percentage shifts, the Department will have to adapt to accommodate growth and diverse needs. Walworth County is one of the fastest growing counties within the State, which will require additional caregiving and programming needs.

Muzatko, Prince and Selz have worked closely together to develop and modify the Plan. They discussed the unmet needs survey, scheduled dates for the review of the draft plan for the ADRC Board and staff, and conducted peer sessions with outside organizations and focus groups. The public hearing on the Plan is scheduled for August 19, and the final draft is due to GWAAR on September 1. Staff will finalize the Plan on October 19, and the ADRC Governing Board is scheduled to approve the final Plan on November 2. The final, signed Plan is due to GWAAR on November 16, 2015.

Muzatko reviewed the 2016-2018 County Plan on Aging goals from each of the following areas:

- Involvement of Older People in Aging-Related Program Development and Planning
- The Elder Nutritional Program
- Services in Support of Caregivers
- Services to People With Dementia
- Healthy Aging
- Local Priorities.

Some of the goals she highlighted include continuing to provide evidence-based programming, continue to advocate on the Transportation Coordinating Committee for expanded services for the elderly and disabled, partner with outside agencies and private sector groups organizations to enhance awareness of Alzheimer’s and dementia and identify resources; train all ADRC specialists to provide cognitive screenings; provide Medicare education sessions; complement supplemental caregivers by providing assistive technologies, incontinent supplies and medication management; and educate older adults about volunteer opportunities and benefits.

Muzatko noted that staff performs a self-assessment once a year during the plan period to gauge progress on goal achievements. **Board Member Scheuerman made a motion, seconded by Vice Chair Jordan, to approve the draft 2016-2018 Walworth County Plan on Aging. The motion carried 5-0.**

Chair Duncan said she attended the State Aging Advisory Committee meeting, and that agency has to submit its Plan to the federal government. She noted that lack of transportation services is a problem statewide and she hopes the legislature will move to address the issue. She distributed some reading materials and a newsletter from another county for Board Member information.

Reports

- Walworth County Transportation Coordinating Committee Minutes – June 1, 2015
- Greater Wisconsin Agency on Aging Resources – Board of Director Minutes – April 10, 2015
- Greater Wisconsin Agency on Aging Resources Council Minutes – May 1, 2015.

No action on the reports.

Confirmation of next meeting date and time: The next meeting was confirmed for August 31, 2015 at 9:00 a.m. There will be no Board meeting in September.

Adjournment

On motion by Board Members Atkinson and Polachowski, Chair Duncan adjourned the meeting at 10:00 a.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the Board at the next regularly scheduled committee meeting.

Draft 8/12/15

PLEASANT LAKE PROTECTION AND REHABILITATION DISTRICT
BOARD MEETING
SATURDAY, AUGUST 1, 2015, 9:00 AM
LAGRANGE TOWN HALL

MINUTES

Present: Dave Stamm (chair ,2015), Ted Slupik (treas, 2015), Marcia Sahag (sec, 2016), Peter Schuler (2016), Ryan Mertes (2017), Bob Arnold (County), Don Sukala (Town)

Absent:

Public Attendance: Rick Callaway, Bernie Slupik, Mike Szubryt and Tomm Girman

1. Approval of Agenda: Motion to approve the Agenda (Bob/Don). Carried unanimously.
2. Approval of prior Board Minutes: Motion to approve the Minutes of 6/27/15 (Bob/Peter). Carried unanimously.
3. Finalize annual meeting planning: A worksheet for agenda items was distributed and discussed. The District meeting is first, then the POA meeting and then the District Board meeting to elect officers. There were no additional items for the agenda.
4. Drain report west of Pleasant Lake Rd: The letter dated June 29, 2015, from SKKL&D, attorney for the Bay residents, was distributed. The construction contract change order extending the construction completion time to 9/30/15 signed by RA Smith, GMS Excavators Inc. and the PLPRD was distributed.
5. Drain report east of Pleasant Lake Rd (Kessel property): According to the District's Attorney Russ Devitt, Attorney Leese, who represents the Kessels, informed him that Attorney Koch, who represents the Bay residents, provided Leese with the District's contractors' proposal information for the drainage solution on the Kessel property and the impression the District would accept the \$4800 proposal for a ditch when the easement specifies a pipe. Devitt informed Leese of the District's latest letter of July 8, 2015, to the Kessels requesting their proposal to the issue. Leese was unaware of the letter and would contact the Kessels to provide a proposal by the 8/1/15 District Board meeting. Previous requests for a proposal from the Kessels were made in April, 2015.
6. The Board may convene in closed session per Wisconsin Statutes 19.85 (1)(e) for the purpose of "Deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session". Dave read the agenda item. The purpose of the closed session is to discuss the Kessel proposal and maintain confidentiality. No notes are to be taken and no recordings are to take place.
Motion to convene in closed session (Bob/Peter). Don-yes; Marcia-yes; Dave-yes; Peter-yes; Ryan-yes; Ted-no; Bob-yes. Motion carried 6 to 1. Motion to adjourn the closed session (Marcia/Don). Don-yes; Marcia-yes; Dave-yes; Peter-yes; Ryan-yes; Ted-abstain; Bob-yes. Motion carried 6 to 1.
7. The Board will then reconvene into open session per Wisconsin Statues 19.85 (2) to make decisions regarding matters considered in closed session. Motion to reconvene in open session (Marcia/Peter). Don-yes; Marcia-yes; Dave-yes; Peter-yes; Ryan-yes; Ted-abstain; Bob-yes. Motion carried 6 to 1.
8. Adjourn: Motion to adjourn at 9:50 am (Dave/Ted). Carried unanimously.

Respectfully submitted.

Marcia Sahag, secretary PLPRD

DRAFT

**Walworth County Board of Supervisors
July 23, 2015 Finance Committee Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Nancy Russell at 9:32 a.m.

Roll call was conducted. Members present included Chair Nancy Russell, Supervisors Joe Schaefer and Paul Yvarra. Supervisor Kathy Ingersoll and Vice Chair Dan Kilkenny were excused. A quorum was declared.

Others in Attendance

County staff: Deputy County Administrator-Finance Nicki Andersen, County Administrator David Bretl, County Treasurer Valerie Etzel, Director of Health and Human Services Elizabeth Aldred, Comptroller Jessica Conley, Human Resources Director Dale Wilson, Lisa Henke-Risk/Benefits Manager, Amanda Lagle-Sheriff's Office Business Manager, Kristy Secord-Courts Office Manager, Kevin Brunner-Central Services/Public Works Director, and Lead Investigator/Deputy Medical Examiner Gina Carver
Members of the public: Matt Barbieri, M3 Insurance.

On motion by Supervisor Schaefer, seconded by Supervisor Yvarra, the agenda was approved by voice vote.

On motion by Vice Chair Kilkenny, seconded by Supervisor Ingersoll, the June 18, 2015 meeting minutes were approved by voice vote. The motion carried 3-0.

Public Comment – There was none.

Unfinished Business

- Update regarding City of Lake Geneva tax incremental financing (TIF) district #4
County Administrator Bretl said he contacted Lake Geneva City Administrator Blaine Oborn and forwarded him copies of TID reports from Delavan to use as an example. The last time he spoke with him, the City was conducting a review of TIF District 4 to compile a report. Bretl said Oborn assured him there will be no meeting of the Joint Review Board until the report is finished and the County meets with City staff. Deputy County Administrator-Finance Nicki Andersen said Vice Chair Kilkenny requested an update on State legislation on Tax Incremental Financing Districts, which she distributed to the Committee prior to the meeting.

Consent items

Chair Russell requested to consider consent items B 1, B 3 and B 6 separately. **Supervisor Schaefer made a motion, seconded by Supervisor Yvarra, to approve the remainder of the consent items. The motion carried 3-0.**

8A, Budget amendments

- 1) Clerk of Courts
CT01 – Transfer funds for temporary staff through September 2015
- 2) Health and Human Services
HS008 – Reallocate a portion of the Youth Aids Basic Community allocation to Youth Aids Basic State allocation for 2015 correction costs owed to the State
HS009 – Increase for projected expenditures for Community Based Residential Facility placements
- 3) Human Resources

HR001 – Transfer funds to cover additional worker’s comp expenses

4) Public Works

PW005 – Transfer funds for State performance-based maintenance work

PW006 – Transfer funds for Health and Human Services (HHS) heating system improvements

8B, Bids/Contracts

1) Duty handguns for the Sheriff’s Office

Bretl said money was included in the 2014 budget at the Sheriff’s request to purchase standard handguns for all of the deputies for standardization of training and ammunition, but the purchase wasn’t made in 2014. Chair Russell said her recollection is that the inventory and expense of different ammunition was an issue, and the plan was to issue the standard guns to new deputies and the rest would be grandfathered. Bretl said the trend in law enforcement is now to purchase the guns and standardize equipment and training. He noted that the bid was a tie and staff drew lots to break the tie. Sheriff’s Office Business Office Manager Amanda Lagle said training is a problem with deputies having different guns. Supervisor Yvarra asked if there is a definite date for the transition to standardization of the guns. Lagle phoned Lt. Jamie Green, who said the number of handguns will cover the 82 sworn staff, and there will be approximately 10 extra guns for training. As of January 16, 2016, all sworn staff will be switched to the new guns. **Supervisor Schaefer made a motion, seconded by Supervisor Yvarra, to approve the bid award to Kiesler Police Supply in the amount of \$40,307 for the purchase of duty handguns for the Sheriff’s Office. The motion carried 3-0.**

2) Ballistic body armor vests for the Sheriff’s Office

By motion approving the consent items, the award was made to Advantage Police Supply, Inc.

3) Nutrition program for older adults for the Health and Human Services Department

Director of Health and Human Services Elizabeth Aldred reported that only one proposal was received. She noted that the proposal recommendation had an error under Contract Term. The correct date is from January 1, 2016 through December 31, 2016. The contract is less than the budgeted amount, and staff feels comfortable recommending KANDU Industries. **Supervisor Schaefer made a motion, seconded by Supervisor Yvarra, to award the proposal for the Nutrition Program for Older Adults to KANDU Industries, Inc. d/b/a Best Events Catering, in the amount of \$276,796. The motion carried 3-0.**

4) Third party administration services for countywide self-insured dental plan

By motion approving the consent items, the award was made to Delta Dental.

5) 2016 specialized services transportation contract

By motion approving the consent items, the contract was awarded to VIP Services, Inc.

6) Property management services for In Rem properties.

Supervisor Russell noted that the proposal recommendation would be presented at the September 17, 2015 committee meeting.

7) Report of online sale(s) of tax foreclosure property.

8C, Reports

1) Quarterly sales tax report – 2nd quarter 2015

2) Quarterly property loss report – 2nd quarter 2015

3) Update on tax incremental financing (TIF) districts

4) Out-of-state travel

- a) Health and Human Services - Paula Strom, Epidemiology in Action Conference, Atlanta, GA
- b) Sheriff's Office - Troy Pagenkopf, Association of Certified Fraud Examiners (ACFE) 26th Annual Convention, Austin, TX.

New Business

- Ordinance **-09/15 Amending Section 47-101 of the Walworth County Code of Ordinances Relating to Burying or Cremating an Indigent Deceased Person

Bretl said per State statute, when a body is unclaimed, the medical examiner can order cremation or burial of the body. County Ordinance currently allows for cremation only. The County's Medical Examiner said there are some instances to retain the discretion to allow burial: if exhumation is required, or someone appears and says it is against the deceased's faith to be cremated. Amending the Ordinance will allow the Medical Examiner discretion to arrange for either cremation or burial. **Supervisor Schaefer made a motion, seconded by Supervisor Yvarra, to approve the Ordinance amendment relating to burying or cremating an indigent deceased person, and to add an index indicating the maximum cremation or burial costs allowed without requiring authorization by the Finance Committee. The motion carried 3-0.**

- Request for approval of burial costs that exceed \$900 for an indigent decedent

Bretl said Waukesha County is sending proposals for burial and cremation services. The County's Medical Examiner is requesting instead of using a fixed fee in the ordinance that current RFP pricing be referenced. If the RFP price were to be exceeded, it would be subject to Finance Committee approval. **Supervisor Schaefer made a motion, seconded by Supervisor Yvarra, to approve the request. The motion carried 3-0.**

- Discussion and possible action regarding the waiver or reduction in fees if deceased person donates body to science

Bretl reported Gina Carver, Lead Investigator/Deputy Medical Examiner, has reviewed the County's Medical Examiner office practices, and asked for input from the Committee on policy regarding a reduction or waiver of fees if a decedent donates his/her body to science. All but four Wisconsin counties waive the fees. The County currently charges \$250.00 for services provided by the Medical Examiner, i.e., the issuance of the death certificate, photos, fingerprints, etc. Past practice has been that the County waived the fee contingent upon Finance Committee approval. Gina Carver reported her office performs the body examination at the scene of death. Individuals usually pre-register their donation prior to death. After the medical examination, the bodies are typically transported for donation. **Supervisor Schaefer made a motion, seconded by Supervisor Yvarra, to waive county fees if a person donates his/her body to science. The motion carried 3-0.**

- Resolution **-09/15 Authorizing the Establishment of a Trust Fund Account for 85.21 Transportation Grant Funds

Bretl reported that the establishment of a trust fund for carryover of excess 85.21 transportation grant funds was recommended by David Lowe, the County's transportation consultant. Bretl said the Transportation Coordinating Committee (TCC), with assistance from Lowe, is exploring ways to expand the existing transportation services to seniors and disabled adults by adding types of trips, possibly extending services to those in nursing homes or assisted living, etc. The Committee wants to do the expansion in a measured, thoughtful way, and the resolution would allow the County to place up to \$80,000 to partially fund new services that will commence in 2016. **Supervisor Schaefer made a**

motion, seconded by Supervisor Yvarra, to recommend approval of a Resolution Authorizing the Establishment of a Trust Fund Account for 85.21 Transportation Grant Funds. The motion carried 3-0. Per Chair Russell's request, Bretl said he would check with the Wisconsin Department of Transportation to see if the trust can be permanent.

Correspondence – There was none.

Confirmation of next meeting dates and times:

- Thursday, September 8, 2015 at 5:00 p.m., Government Center County Board Room 114 – *Committee of the Whole - Budget Workshop*
- Thursday, September 17, 2015 at 9:30 a.m., Government Center County Board Room 114 – *Budget Appeals and Regular Business Meeting*

Adjournment

On motion by Supervisor Schaefer, seconded by Supervisor Yvarra, Chair Russell adjourned the meeting at 10:25 a.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved at the next regularly scheduled meeting.

DRAFT

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, July 22, 2015
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 5:20 p.m. by Chair Dave Weber.

Roll call was conducted. Members present included Chair Dave Weber, Secretary Ken Monroe, Supervisor Kathy Ingersoll, Supervisor Joe Schaefer and Supervisor Charlene Staples. A quorum was declared.

Others in Attendance:

County staff: David Bretl, County Administrator, and Tracy Moate, Director of Special Education

On motion by Supervisor Schaefer, seconded by Supervisor Ingersoll, the agenda was approved by voice vote with no withdrawals.

On motion by Supervisor Ingersoll, seconded by Supervisor Staples, the June 1, 2015 joint CDEB and Human Resources meeting minutes were approved by voice vote.

On motion by Secretary Monroe, seconded by Supervisor Ingersoll, the June 17, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- Discussion on iCanSwim Program

Director of Special Education Tracy Moate said the same individual who organizes and administers the iCanBike camp has requested to use the School facility for a pilot program in August to teach students to swim, using the same philosophy as the highly successful iCanBike program which was held earlier this summer at the School. The individual who developed the program is the School's full-time substitute, who is going back to school to obtain her special education degree. The organization will be responsible for obtaining release forms and hold the liability insurance for the event. **Supervisor Ingersoll made a motion, seconded by Supervisor Staples, to approve the School hosting the iCanSwim program. The motion carried 5-0.**

- CESA 2 Contracted Services 2015-16 School Year

Moate reported the CESA 2 contract has shrunk from \$375,000 per year to \$80,000. One of the reasons is that the Orientation and Mobility (OM) Specialist has left CESA and is now self-employed. Moate requested that the OM services be sole-sourced to this individual. **Supervisor Ingersoll made a motion, seconded by Secretary Monroe, to approve the CESA 2 Contracted Services for the 2015-2016 School year, and to authorize the sole source of the OM services. The motion carried 5-0.**

Reports and Correspondence

- CDEB Chair – The Chair had no reports or correspondence.

- CDEB Director
Professional Services Agreement – OM Services
Approved above herein.

2015-16 School calendar

Moate provided the calendar for the upcoming school year. Graduation will be held the first Monday in June. **Supervisor Ingersoll made a motion, seconded by Supervisor Staples, to approve the 2015-2016 School calendar. The motion carried 5-0.**

Confirmation of next meeting – The next meeting was confirmed for Wednesday, September 16, 2015 at 5:00 p.m.

Adjournment

On motion by Secretary Monroe, seconded by Supervisor Ingersoll, Chair Weber adjourned the meeting at 5:26 p.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.

DRAFT

**Walworth County Board of Supervisors
Human Resources Committee Meeting Minutes
Wednesday, July 22, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 3:30 p.m. by Chair Rich Brandl.

Roll call was conducted with the following members present: Chair Rich Brandl, Vice Chair Tim Brellenthin, and Supervisors Kathy Ingersoll and Ken Monroe. Supervisor Rick Stacey was excused. A quorum was declared.

Others in Attendance:

County Board members: County Board Chair Nancy Russell, Supervisor Charlene Staples and Supervisor David Weber

County staff: County Administrator David Bretl; Human Resources Director Dale Wilson; Lisa Henke-Risk/Benefits Manager; Deputy County Administrator-Finance Nicki Andersen; Comptroller Jessica Conley; Director of Health and Human Services Elizabeth Aldred; Lakeland Health Care Center Administrator Bernadette Janiszewski; Director of Special Education Tracy Moate

Members of the public: Ryan Barbieri, M3 Insurance

On motion by Supervisor Ingersoll, seconded by Vice Chair Brellenthin, the agenda was approved by voice vote.

Supervisor Monroe made a motion, seconded by Vice Chair Brellenthin, to approve the June 17, 2015 meeting minutes. The motion carried 4-0.

Public comment – None

New Business

- Discussion and possible action regarding a contract award recommendation for Third Party Administration Services for Self Insured Dental Plan

Director of Human Resources Dale Wilson said the County has been operating two different dental plans the past several years: Auxiant and a former Wisconsin Education Association (WEA) plan that the teacher group at Lakeland School had. Delta Dental has recently acquired the plan from WEA. Human Resources staff and M3 Insurance have been in discussions with Delta Dental on potentially administering the entire employee base on a self-insured basis, similar to the relationship with Auxiant. Delta has guaranteed the 2015-2016 fully insured rates for the Lakeland School plan. Wilson referred to the memo from Ryan Barbieri of M3 Insurance and his recommendations for moving to Delta Dental. Barbieri said Delta has 50% of the employer-sponsored dental plans in Wisconsin and 75% of the private sector. Delta has two networks with higher discounts. In reviewing prior claims activity, 98% of the county claims would have a network discount from Delta. Delta's service reputation is exemplary, with a very high rating of employee and dentist satisfaction. Barbieri said based upon an analysis of 2014 claims without changing any benefits, it is reasonable to expect 14% net savings in client costs, or approximately \$95,000. Delta's fixed cost component is higher than Auxiant, but there would still be significant savings because of network discounts. Barbieri said if approved, the teachers would have a September 1, 2015 effective date with Delta Dental on a fully-insured basis until December 31, 2015, and then the entire county would move to Delta with the same plan design on a self-insured basis. Wilson said the contract would be for a three-year period, with fixed costs guaranteed over the contract term. After that, there

would be an increase in administrative costs, which historically have been low, approximately 3%. Currently, the teachers have a lower benefit level of \$1,000, and Wilson recommended increasing that to \$1,200, the current county level, as of January 1, 2016. **Vice Chair Brellenthin made a motion to recommend Delta Dental as the County's third party administrator for the self-insured dental plan, contingent upon Finance Committee approval. Supervisor Monroe seconded the motion and it carried 4-0.**

- Adopting Insurance Premium Equivalents for 2016

Wilson said the monthly rates for 2016 show no increases for the health plans, and a rate decrease for the self-insured dental plan. **Supervisor Ingersoll made a motion, seconded by Supervisor Monroe, to adopt the insurance premium equivalents for 2016. The motion carried 4-0.**

- Discussion and possible action regarding Wellness Council of America Well Workplace Award

Wilson said one of the 2014-2015 goals of the County's Wellness Council was to apply for a Wellness Council of America (WELCOA) Well Workplace Award, to assess the County's program for areas of strength and weakness as compared to national standards. The County received the Gold Level Well Workplace Award. Wilson recognized the efforts of Lisa Henke, Risk/Benefits Manager, the County Wellness Council and employees. He thanked the County Board for their support of the Council. Ryan Barbieri commended the County on the achievement, saying he has worked with a number of public sectors and it is rare for these entities to receive this level of award. **Vice Chair Brellenthin made a motion, seconded by Supervisor Ingersoll, to acknowledge the award at a Special Order of Business at the September 8 County Board meeting. The motion carried 4-0.**

- Discussion and possible action regarding Employee Wellness Council 2015-2016 Operating Plan

Lisa Henke, Risk/Benefits Manager, said the Wellness Council is in its sixth year of operation. Since inception, program participants have collectively lost more than 2,900 lbs. of weight, walked thousands of miles, given enough blood to save hundreds of people, established regular workout programs and onsite fitness classes, promoted healthy eating habits, etc. The Wellness Council is comprised of 12 members, all county employees, who meet bi-monthly to identify wellness opportunities. An ongoing goal is to continuously increase employee participation. Participation this year was 11-12%, and next year's goal is 15% participation. In May 2015, 66 additional persons participated in the run/walk fundraiser, which generated \$3,200 in additional revenue to support the operating plan. **Supervisor Monroe made a motion, seconded by Vice Chair Brellenthin, to approve the Employee Wellness Council 2015-2016 Operating Plan. The motion carried 4-0.**

- Discussion and possible action regarding Amending Sections 2-245 and 15-532 of the Walworth County Code of Ordinances Relating to Insurance Plans

Wilson said the proposed ordinance amendment was recommended by the Executive Committee on July 20. As an incentive to employees, Human Resources would like to increase the annual Health Savings Account (HSA) contribution from the County in a lump sum payment on the first pay period of the plan year. There is some risk with the lump sum contribution if an employee leaves and takes the contributions with them; however, Wilson said the turnover for non-retiring employees is not high. The proposal is to increase the amount of county contribution to \$875.00 for a single health plan and to \$1,750.00 for a family health plan. Chair Brandl said he is a proponent of the HSA; however, his concern is whether the increase in contributions would be enough incentive for employees to switch to Tier 2. Ryan Barbieri said the plan will be reviewed at this time next year as to the claims impact and funding ratio.

Chair Brandl asked if the long-range plan included eventually switching everyone over to the HSA. Barbieri said the trend now is to offer more than one plan, like a cafeteria plan whereby employees can make multiple health choices. Vice Chair Brellenthin asked if two annual payments were considered instead of the lump sum. Wilson said M3 suggested the two payment approach, but the lump sum payment at the beginning of the year was successful last year and staff thought it would bring more employees into the HSA. **Supervisor Monroe made a motion, seconded by Supervisor Ingersoll, to recommend approval of the Ordinance Amending Sections 2-45 and 15-532 of the Walworth County Code of Ordinances Relating to Health Insurance. The motion carried 4-0.**

- Discussion and possible action regarding Amending Section 15-17 of the Walworth County Code of Ordinances Relating to the Reclassification of a Social Worker Position at Lakeland Health Care Center

Lakeland Health Care Administrator Bernadette Janiszewski said the federal government's Partnership to Improve Dementia Care in Nursing Homes requires nursing homes to develop systems that consider resident individuality while reducing use of antipsychotic and antidepressant medications, which increase the risk of death, falls, hospitalizations, etc. As a result, Lakeland Health Care Center has developed a Behavioral Management Program to help assess residents' individual needs. The Social Worker on the Memory Care Unit recently resigned, and Janiszewski requested that the .5 position be changed to 1.0 FTE. The Social Worker will be directly involved in managing the training and monitoring of the Behavioral Management Program. Janiszewski said the additional \$4,654 needed in 2015 for the position would be covered by cost savings from a vacant maintenance position. The funding needed in 2016 for the position would be absorbed by their 2016 budget request. Vice Chair Brellenthin said the Lakeland Health Care Center Board of Trustees recommended approval of the request at their meeting earlier in the afternoon. **Vice Chair Brellenthin made a motion, seconded by Supervisor Ingersoll, to recommend approval of the social worker classification from .5 to 1.0 FTE. The motion carried 4-0.**

- Discussion and possible action regarding Amending Section 15-810 - Drug or Alcohol Testing
Wilson said the purpose of the amendment is to add the Information Technology (IT) Project Coordinator to the County's random drug testing pool. Bretl said IT Director John Orr requested all positions in his department be in the pool because of the department's access to technology and sensitive information. **Supervisor Monroe made a motion, seconded by Vice Chair Brellenthin, to approve amending Section 15-810 of the Code of Ordinances to add the IT position. The motion carried 4-0.**

- Discussion and possible action regarding Resolution Adopting Pay Ranges for CDEB Professional Employees and CDEB "Q" Group for 2015-16
Wilson said the two groups referenced in the resolution are now non-represented. Staff is recommending a salary increase for most non-represented employees. Director of Special Education Tracy Moate said historically, the pay increases occurred at the start of the school year in September. A large portion of other Lakeland School employees receive the same incentives in January. Now that the teachers and CDEB "Q" group are non-represented, Wilson said there is more flexibility. Moate said increases occurring at different times have created some dissension and feelings of inequity by staff. With the educator effectiveness plan, the pay for performance increases for teachers occur at the beginning of the school year, but Moate said the cost of living raises should be consistent with the County as a whole. She met with her administrative team and they agreed it would be more equitable and less work administratively to get everyone on the January schedule. Wilson said if the Committee is considering approving the effective date of January 1, 2016, there are impacts on Finance and the budget process. Deputy County Administrator-Finance Nicki Andersen said from a budget standpoint, there are a number of unique programs that are put into the budget documentation, and those projections have already been

sent out for 2016, based on the school year, not a calendar year. If January 1, 2016 is approved, staff would have to reprogram all of the budget documentation to implement the program change. She said of course the Committee is welcome to do whatever they choose; however, her preference is that implementation be delayed for a year. There are approximately 60 employees at the School who would be affected by the change, and the payroll changes would have to be made manually by her staff.

Bretl said there may be some benefit in delaying the change, as it would allow employees to plan ahead. He is also concerned that the County is close to producing the budget, and staff has put in a lot of extra time to get a coherent product already. Wilson said the 2016 budget figures were based upon assumptions from the Human Resources Department, and Finance has built in those increases for September 1, 2015 and September 1, 2016. If the Committee would recommend moving the date to January 1 moving forward, the rate would be correct at January 1, 2016, but the September 1, 2016 rate would be too high and there would be excess funds in the CDEB budget. Bretl said the total amount of increases would be approximately \$22,000. He said at some point there ought to be a common date for raises, but to do it January 1, 2016 would create a lot of work in reconfiguring the budget. If the date were moved to the first of January, 2016, there would be a net savings of approximately \$7,000, which isn't significant given the extra staff time involved. However, he said if Moate feels that it is a significant issue, maybe it would be worth doing it as soon as possible.

Moate said she prefers January 1, 2016 to move forward to get everyone on the same time table; however, she understands the work it would involve. Staff is already used to different dates for increases, and she will be able to tell staff it will become consistent in the future. **Supervisor Monroe made a motion, seconded by Vice Chair Brellenthin, to approve the pay ranges for CDEB Professional Employees and CDEB "Q" Group for 2015-2106, but to add a section to the resolution stating that in the future, any potentially authorized increases would be based on an effective date of January 1, starting in 2017. The motion carried 4-0.**

Closed Session

The committee convened in closed session at 4:51 p.m. on motion and second by Supervisors Monroe and Ingersoll pursuant to the exemption contained in Section 19.85(1)(f) of the Wisconsin Statutes, "considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held."

A roll call vote was conducted and all members present voted "aye. Remaining in closed session were Human Resources Director Dale Wilson, County Administrator David Bretl, Deputy County Administrator-Finance Nicki Andersen, Health and Human Services Director Elizabeth Aldred, County Board Chair Nancy Russell and Supervisors David Weber and Charlene Staples.

- Closed session discussion - Paid Administrative Leave for an Employee

Vice Chair Brellenthin made a motion, seconded by Supervisor Ingersoll, to convene in open session at 5:13 p.m. The motion carried 4-0. Supervisor Monroe made a motion, seconded by Vice Chair Brellenthin, to extend paid leave to the employee to September 8, 2015, unless the County Administrator terminates the leave sooner. The motion carried 4-0.

Reports/announcements by Chairperson – The Chair had no reports or announcements.

Confirmation of next meeting. The next meeting was confirmed for Wednesday, September 16, 2015 at 3:30 p.m. (Personnel Appeals)

Adjournment

On motion by Supervisor Monroe, seconded by Supervisor Ingersoll, Chair Brandl adjourned the meeting at 5:15 p.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.

DRAFT

**Walworth County Board of Supervisors
Health and Human Services Board Meeting Minutes
Wednesday, July 22, 2015
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 2:00 p.m. by Chair Monroe.

Roll call was conducted. Members present included Chair Ken Monroe, Vice Chair Tim Brellenthin, Supervisors Kathy Ingersoll, Joe Schaefer and Charlene Staples, Citizen Representatives Dr. James Seegers and Sandra Wagie-Troemel. Citizen Members William Wucherer and Berenice Solis were excused. A quorum was declared.

Others in Attendance:

County Board Members: County Board Chair Nancy Russell

County staff: County Administrator David Bretl; Director of Health and Human Services (HHS) Elizabeth Aldred; Lisa Kadlec-Mental Health Recovery Services Manager, Jan Ellefsen-Public Health Officer; Ashley Kopps-Public Health Specialist; Lisa Broll-Comprehensive Community Services Supervisor

On motion by Supervisor Schaefer, seconded by Supervisor Staples, the agenda was approved by voice vote with no withdrawals.

On motion by Supervisor Ingersoll, seconded by Supervisor Schaefer, the June 17, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business – There was none.

New Business

- Discussion on upcoming visit from Secretary Anderson from the Wisconsin Department of Children and Families regarding Juvenile Justice Diversion

Director of Health and Human Services (HHS) Elizabeth Aldred said Secretary Eloise Anderson would be visiting HHS on July 30, as part of her regional visit. Juvenile Corrections has been transferred to HHS for community based services, and they will discuss Juvenile Justice initiatives with the Secretary. The proposed initiatives include a data collection process to evaluate their programs; an Evidence Based Decision Making (EBDM) assessment tool pilot to help develop treatment options for juveniles at risk of entering their Juvenile Justice out of home programs; and the Function Family Case Management Program. Aldred reported that her department is partnering with the University of Wisconsin-Whitewater to compile data for evidence-based evaluations. Within six months to a year, the findings should be completed.

- Discussion and possible action on Mission, Vision, Value Statement and Ordinance 50-4 Revision
Aldred said the requested revision incorporates adding the value, Community Partnerships, to the ordinance as part of the Department's core values. The value states: "We actively participate in partnerships to better serve the community by utilizing shared resources and collaborating in joint ventures based on common goals." Aldred noted several of the partnerships HHS is involved in: Open Arms Free Clinic flu vaccine donation; the Comprehensive Community Services partnership with Rock

and Jefferson Counties; schools and dental clinics for Seal A Smile; OWI and Drug Court participation, etc. Dr. Seegers commented that although financial constraints may have been the impetus behind the initial forming of partnerships, they have been a benefit to county operations because the partnerships have allowed the department to provide more services without having to eliminate other programs or add staff. Citizen Member Wagie-Troemel added that the expansion in community partnerships has opened doors for other organizations to apply for and receive grants the County wouldn't have been eligible for independently.

Citizen Member Wagie-Troemel made a motion, seconded by Supervisor Ingersoll to approve adding Community Partnerships to the value statements in Ordinance 50-4. The motion carried 7-0.

Reports

- **Update on Regionalization of Comprehensive Community Services**

Aldred said in 2014 HHS entered into a regional partnership to expand services and access additional revenue for the Comprehensive Community Services (CCS) program. As a result of the partnership, HHS will realize approximately \$174,000 in additional revenue this year, and an anticipated \$235,000 in 2016. Lisa Kadlec, Mental Health Recovery Services Manager, and Lisa Broll-Comprehensive Community Services Supervisor, gave a presentation on the CCS Expansion. The partnership shares contracted service providers, conducts joint training and develops policies and procedures. Each county retains control over its own programs and services. Benefits of the CCS program include increased revenues, reduced costs and increased efficiencies, program capacity, streamlined access for CCS services, standardized rates and Medicaid reimbursement increases. Kadlec said all three counties were audited this year. The three counties are working together to address issues raised pertaining to the implementation of the shared service model. HHS received six hours of time for child psychiatry services, and efforts are focused on getting more hours for the entire group. Aldred said the partnership has been beneficial, as staff was able to draw in additional information from the State and learned a lot about equitable rate settings and state audit requirements. Staff will provide an update at the September committee meeting.

- **Public Health 140 Review/Referral from County Board – Correspondence from State of Wisconsin Department of Health Services acknowledging the work of the Walworth County Health Department staff**

Aldred said Public Health underwent its 140 review process in June, which is conducted by the State every four years to ensure they meet the necessary statutory requirements. As a result, Public Health has been recertified as a Level II Health Department. Public Health's involvement in the Open Arms Free Clinic vaccination donations, childhood lead programs, Family Support, Radon Awareness, Seal A Smile, the WIC program and water quality helped them to achieve the rating. State officials noted that efforts by the County's Health Department exceed requirements. The State also expressed appreciation that the County videotapes its committee meetings so they can follow what's going on throughout the year.

Correspondence – There was none.

Announcements

- **Child Support IRS Audit**

Aldred reported that the department received the response from the IRS audit of the child support program. No issues were identified by the IRS and no corrections required.

- **Wisconsin Shares Child Care Subsidy Program - Award for 2014 Certificate of Excellence**

Aldred reported that for the second year in a row, Walworth County HHS received the Certificate of Excellence from Wisconsin Shares Child Care Subsidy Program for outstanding achievement in meeting and exceeding performance standards. Criteria included in meriting the award included reducing call waiting time, providing proper documentation and demonstrating accuracy.

Confirmation of Next Meetings

- The public hearing for the County Plan on Aging 2016-2018 will be Wednesday, August 19, 2015 at 2:00 p.m. at the Health and Human Services Auditorium.
- The Health and Human Services Public Hearing will be conducted on September 16, 2015 at 2:00 p.m. in conjunction with the regularly scheduled Health and Human Services Board meeting.

Adjournment

On motion by Citizen Member Wagie-Troemel, seconded by Vice Chair Brellenthin, Chair Monroe adjourned the meeting at 2:35 p.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.

DRAFT

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Wednesday, July 22, 2015 1:00 p.m.
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 1:00 p.m. by Chair Monroe.

Roll call was conducted. Members present included Chair Ken Monroe, Vice Chair Tim Brellenthin, Supervisor Kathy Ingersoll, Supervisor Joe Schaefer, and Supervisor Charlene Staples. A quorum was declared.

Others in Attendance:

County staff: Bernadette Janiszewski, Nursing Home Administrator; and David Bretl, County Administrator

On motion by Supervisor Schaefer, second by Supervisor Ingersoll, the agenda was approved by voice vote with no withdrawals.

On motion by Vice Chair Brellenthin, second by Supervisor Ingersoll, the minutes of June 9, 2015 and June 17, 2015 meetings were approved by voice vote.

Public Comment – There was none.

New Business

- Student Survey Results

Bernadette Janiszewski, Nursing Home Administrator, stated the student survey results are favorable and will assist in recruitment. She said it is a great program for Lakeland Health Care Center (LHCC) in that it assists the staff, especially during meal times. Supervisor Staples stated that multiple shift classes are a positive thing and that LHCC is doing a great job with the program.

- Area Nursing Homes Census Information

Janiszewski stated the Medicaid population has been reduced due to the move to keep people in their homes longer and not in nursing homes. She said the census has been reduced in all long term care. Vice Chair Brellenthin inquired about Golden Years Medicaid being zero. Janiszewski stated they do not take Medicaid.

- Utilization of the Scholarship Fund

Janiszewski stated it may be premature to present this report since there have only been two scholarships granted. She stated there are fewer requests because the recommendations are now being made between \$250 and \$1,000; \$1,000 being the maximum for the year. Supervisor Schaefer inquired as to the “original \$15,000 donation that can never be spent”. Janiszewski stated this has to be kept in the account to grow interest.

- Request to Reclassify a Part Time Social Worker Position to Full Time

Janiszewski stated the request is relative to the changes going on with long term care and that the Center for Medicare & Medicaid Services (CMS) will be rewriting the nursing home code. She said the changes made over the last 5 years are relative to the anticipated changes within the code and the Affordable Care Act. She stated the 2016 budget reflects staff change enhancements in preparation for both the payment and code changes. Janiszewski stated a part time social worker on the Memory Care Unit resigned and explained the need to replace her. She said rather than waiting for the budget process, she is requesting the increase of the social worker position from a .5 FTE to a 1.0 FTE. She stated there is money in the budget for the additional \$4,600 for the remainder of 2015.

Janiszewski stated the social worker position will be directly involved in the behavioral health services and it is anticipated the new code will require social workers within a nursing home possess a Gerontology Bachelor of Science (BS) degree as a minimum. The new job description will state “preferred Gerontology BS degree” but it will not be a requirement as the position and LHCC will be grandfathered. Once this becomes a requirement, the employee will have already been trained in elderly care and will have experience with dementia patients.

Supervisor Schaefer made a motion, second by Vice Chair Brellenthin, to refer the Request to Reclassify a Part Time Social Worker Position to Full Time to the Human Resources Committee. Motion carried 5-0

- **Additional Parking Spaces**

Janiszewski stated Joe Kroll, County Engineer/Public Works Asst. Director, assisted in mapping out and designing the additional ten parking spaces for the LHCC location. Janiszewski stated she would like to reduce the request to an additional eight parking spaces because there is a potential hazard with the elderly as they are backing out of two of the spaces simultaneously. She said this would be part of the County Highway NN project and she anticipates completion by October.

Supervisor Schaefer made a motion, second by Supervisor Ingersoll, to approve the additional eight parking spaces. Motion carried 5-0

Reports

- **Administrator's Report**

Janiszewski stated there were three worker's compensation claims filed for the month of June. She said staff education as to bed height has been important and there have been less reported strains. Janiszewski reported on overtime and stated that LHCC has been educating staff on mandatory overtime and agrees it is bad for morale. She said LHCC reviewed areas where the employees could assist in reducing the overtime. She referred to the "call off system" where extra people are assigned to a shift; if no one calls in sick two hours prior to their work shift, the extra people are called 1 ½ hours before their shift to let them know they are not needed. She said this is a way for an employee to pick up extra hours and in theory the call off shift should assist in reducing the mandatory overtime. She said recently there has been an increase of people calling in at the last minute causing mandatory overtime. She stated it would also be beneficial if an employee were to receive a note from their doctor, that they turn it in or call so their restrictions are noted prior to their shift.

Correspondence – There was none.

Announcements – There was none.

Upcoming Events

A list of upcoming events was included in the meeting packet.
Janiszewski reminded the Board of the golf outing and steak dinner.

Confirmation of Next Meeting – The next meeting was confirmed for September 16, 2015 at 1:00 p.m.

Adjournment

On motion by Vice Chair Brellenthin, second by Supervisor Staples, Chair Monroe adjourned the meeting at 1:16 p.m.

Submitted by Trisha Sommers, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.

DRAFT

**Walworth County Board of Supervisors
July 20, 2015 Public Works Committee Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Rick Stacey at 3:30 p.m.

Roll call was conducted. Members present included Chair Rick Stacey, Vice Chair Nancy Russell, and Supervisors Ken Monroe, Joe Schaefer and Paul Yvarra. A quorum was declared.

Others in Attendance:

County staff: County Administrator David Bretl, Deputy County Administrator-Finance Nicki Andersen, Director of Central Services/Public Works Kevin Brunner, County Engineer Joe Kroll, Public Works Finance Manager Joeann Evans, Purchasing Manager Traci Roszkowiak, Facilities Manager John Miller, Director of Health and Human Services Elizabeth Aldred and UW-Extension Horticulture Educator Christine Wen
Members of the public: Celine Lillie, Mary King, Carole Sandner, Annamarie Sandner and Janet Happ- Lake Geneva Garden Club, and Thomas Connelly-Village of Walworth Trustee

On motion by Supervisor Schaefer, seconded by Vice Chair Russell, the agenda was approved with no withdrawals by voice vote.

On motion by Supervisor Schaefer, seconded by Supervisor Monroe, the June 15, 2015 meeting minutes were approved by voice vote.

Public comment – There was none.

Regular Business

- Lake Geneva Garden Club Presentation on Roadside Pollinators/Potential Pilot Project
Central Services/Public Works Director Kevin Brunner introduced members of the Lake Geneva Garden Club. Celine Lillie distributed information on pollinators and roadsides. An informational publication from the Xerces Society for Invertebrate Conservation was included in the agenda packet. The Lake Geneva Garden Club is a member of the Garden Club of America, who has initiated a campaign to re-establish roadside pollinators for bees and butterflies. Lillie said several states, including Iowa and Washington, have adopted roadside management practices which combine planting native wildflowers with mowing strategies to achieve cost-savings and environmentally sustainable management. Lillie said the Club would like to work with Public Works on a pilot project along one of the county highways. Brunner proposed that the potential pilot project be conducted along CTH NN to CTH H, to Lake Geneva.

Vice Chair Russell made a motion, seconded by Supervisor Yvarra, to approve the creation of a pilot roadside pollinator program with the Public Works Department, subject to adequate budget and cooperation from adjacent property owners. The motion carried 5-0.

- Approval of final payment for Judicial Center Lobby Courtroom Access Elevator
Supervisor Monroe made a motion, seconded by Vice Chair Russell, to approve the final payment for the Judicial Center Lobby Courtroom Access Elevator project. The motion carried 5-0.

- Approval of final payment for Health and Human Services Interim Remodel Project
Supervisor Schaefer made a motion, seconded by Supervisor Yvarra, to approve the final payment for the Health and Human Services (HHS) Interim Remodel Project. The motion carried 5-0.

- Approval of final payment for Health and Human Services HVAC (Phase 2)
Brunner said Phase 2 of the HVAC project was limited to certain areas of the building. The air conditioning issues identified by the engineering firm have been corrected by working with Trane, Brenner Mechanical and Johnson Controls. Brunner proposed that \$52,000 of the remaining balance in this project be transferred to make heating improvements at HHS before winter. Brunner thanked Facilities Manager John Miller and County Engineer Joe Kroll for their diligence in identifying and resolving the issues in the building. **Vice Chair Russell made a motion, seconded by Supervisor Monroe, to approve the final payment of the HHS HVAC Phase 2 project, and to approve transferring \$52,000 to the HHS Heating Systems Improvement Project, subject to the approval of the budget amendment by the Finance Committee. The motion carried 5-0.**
- Approval of future Health and Human Services Heating System Improvements Project
Covered above herein.
- Award of Building Identification/Monument Signs for Walworth County Campus Contract
Brunner said the contract does not include landscaping, which will be bid separately in the spring of 2016, and has been included in the 2016 budget. **Supervisor Schaefer made a motion, seconded by Supervisor Monroe, to approve the bid award to Graphic House, Inc., in the amount of \$60,821, for the building identification signs for the County campus. The motion carried 5-0.**
- Award of Motor Fuel Contracts
Supervisor Monroe made a motion, seconded by Supervisor Yvarra, to award the bid for motor fuel to three prequalified vendors: Avalon Petroleum, Inc., Rollette Oil Company, Inc. and Jerry Willkomm, Inc. The motion carried 5-0.
- Award of Plow Blades Contracts
Supervisor Schaefer made a motion, seconded by Vice Chair Russell, to approve the bid award for plow blades to three vendors: Service Motor Company, Valk Manufacturing Company and Burke Truck and Equipment, Inc., for a total contract amount of \$53,858.96. The motion carried 5-0.

Brunner said that Venture Architects will be developing the detailed bid specifications for the following projects:

- Roof Repairs at Various County Buildings
- Government Center Basement Renovation Project
Facilities Manager John Miller said staff was initially interested in the former IT area in the basement; however, because of the necessity of removing abandoned infrastructure in that area, a location in the west end of the basement, which is in better shape, would be as suitable and more economical to renovate. **Staff was directed to develop a bid alternate for basement corridor improvements, including new ceiling.**
- Approval of Summary Specifications for Law Enforcement Center Window Replacements
Supervisor Schaefer made a motion, seconded by Supervisor Monroe, to approve the summary specifications for the Roof Repairs at Various County Buildings, the Government Center Basement Renovation Project and Law Enforcement Center Window Replacements. The motion carried 5-0.
- Change in Scope for Judicial Center Security Enhancement Project
Miller said as a result of the National Sheriff's Association review of the security at the Sheriff's Office, changes in the lobby screening area were recommended to allow more efficient access for authorized staff and better security for the contracted screeners. Their recommendations were consistent with a prior study

conducted by the US Marshalls. The proposed modifications were not accounted for in the 2015 budget. Miller said the cost for the project is \$10,000, and the project can be funded by transferring existing funds from the Hot Water Boiler Replacement account. **Vice Chair Russell made a motion, seconded by Supervisor Yvarra, to approve the change in scope for the Judicial Center Security Enhancement Project, contingent upon Finance Committee approval of a budget amendment to fund the project. The motion carried 5-0.**

- Review and Approval of Contract Change Orders for CTH NN – Bray Road to East of County Campus for Concrete Removal.

Brunner said the \$60,000 change order is for removal of old concrete discovered under milled asphalt during excavation, which has already been partially removed. It is anticipated that there is concrete on the south side of NN as well, and this change order also incorporates that removal. **Supervisor Monroe made a motion, seconded by Supervisor Yvarra, to approve CTH NN Reconstruction Change Order #15-01, contingent upon approval by the Finance Committee. The motion carried 5-0.**

Brunner reported two weeks ago, contractors uncovered bluish-gray impacted soil which smelled like gas, on the north side of the CTH NN project. The material has been covered and stockpiled in the north parking lot area of Aurora. Initial testing revealed the presence of a petroleum product. The soil will most likely need to be remediated. Brunner is working with the Department of Natural Resources (DNR) and the County's consulting engineering firm will conduct test borings on the south side of the road. Brunner will report back to the Committee on the findings and estimated costs at the September meeting.

Brunner also said some of the County's fiber optic cabling needs to be lowered in a few areas and extra conduit placed, which he estimates will cost approximately \$10,000.

- Discuss Village of Walworth Alternate Truck Route for HWY 14 (STH 67 and CTH K)

Tom Connelly, Village of Walworth Trustee, said for a number of years, truck traffic through the Village has increased. Trucks are getting larger, and it is difficult for drivers to navigate through town. During the future reconstruction of STH 14, an alternate route will need to be provided. Connelly contacted the Department of Transportation (DOT) and they advised him to contact the County, because he wants to use CTH K as an alternate route. Connelly provided copies of the information and alternatives provided by DOT. Connelly said CTH K would be his preferred alternate route. The Village of Walworth Board is supportive of the proposal. Brunner said he has concerns from the County's viewpoint. First of all, CTH K is not in good condition, it is not currently in the five-year roadwork plan, and to detour truck traffic to it would accelerate deterioration. Second, the turning radius at two of the intersections is inadequate and would need to be improved. In addition, providing an alternate route would not require truckers to use it. Vice Chair Russell expressed concern about negatively impacting the citizens living along CTH K. County Administrator David Bretl asked if the Village wanted the alternate route during the reconstruction of STH 14, or as a permanent detour. Connelly replied that they would like to begin using it before the project commences to see how it would work, and then possibly make it a permanent route. Brunner recommended communicating with the DOT and municipalities who might be impacted by the proposed alternate route. Supervisor Monroe concurred, stating the County's concern is the impact on our county road and the intersections that would need to be improved. Brunner added that he also wants to review the PASER road ratings. **Supervisor Monroe made a motion, seconded by Supervisor Yvarra, to direct staff to meet with the DOT and involved municipalities and report back at a future Public Works Committee meeting. The motion carried 5-0.** Mr. Connelly will schedule the meetings.

- Discuss Local Bridge Rating Criteria

Brunner included a draft of his bridge rating criteria in the packet. He said there are 14 bridges in the County currently under a 50 sufficiency rating. Brunner proposes to use the following criteria: 1) relative sufficiency

rating; 2) relative Average Daily Traffic (ADT) counts; 3) relative route importance; and 4) relative safety conditions, including history of any closures or load restrictions. Funding applications have been submitted for seven bridges. The County will submit applications for the bridge on CTH DD and the one on Peters Road on behalf of the Town of Sharon. Bretl said the Highway Commissioner has statutory approval over bridge rating criteria. Brunner said he contacted several other counties and none of them had a written rating system. The committee endorsed the rating system. No formal action was required on this item.

- **Report and Possible Action regarding Implements of Husbandry State Law County Permitting**
Bretl said since ordinance has been adopted there have been mixed responses on the permitting. Brunner said 38 permits have been issued to date. Only one permit was denied, in the Town of Bloomfield, for a manure spreader that was approaching 150,000 lbs. Supervisor Monroe said the biggest problem is not having culverts to allow piping of materials, which would be costly for the hauler to install. Brunner said for the most part, the process has gone smoothly.

- **Update on 2015 Major Projects**

Lake Beulah Dam project: Construction south of CTH J should be completed by July 24; the intersection paving will be done within three to four weeks, and the project will be finished. Brunner commented that the project took 3-1/2 years to plan and only 4-1/2 months to complete. Brunner asked if the Committee wanted to have a ribbon cutting ceremony at the dam sometime the week of August 24. **Committee consensus was to have the ceremony on Monday, August 24. Time to be determined.**

CTH NN reconstruction: The project is 35% complete and is expected to be finished in late October or early November.

Public Works Maintenance facility: Plan review is 50% complete. A peer review was conducted and as a result the amount of impervious surface around the east side of the building was reduced, as well as a number of value added changes. Brunner said he will review the final plans with the Committee before they are sent for bids.

Preventive Based Maintenance (PBM) projects: Brunner said because of the State's request, the projects should generate revenue almost twice as much as the \$300,000 budget. Work includes chip sealing on STH 67, crack filling on the Burlington bypass, shouldering on STH 89, and bridge deck cleaning and sealing on I43.

Sheriff's Range project: The preconstruction meeting for the indoor range is today. Permits need to be obtained, and the existing building will be demolished first.

Confirmation of Next Meeting – The next meeting was confirmed for Monday, September 14, 2015 at 3:30 p.m. – CIP appeals.

Brunner introduced Purchasing Manager Traci Roszkowiak, who has been with the County two months. She will be attending most of the committee meetings.

Adjournment

A motion to adjourn was made by Supervisor Monroe, seconded by Supervisor Schaefer. Chair Stacey adjourned the meeting at 5:20 p.m.

DRAFT

**Walworth County Board of Supervisors
Land Conservation Committee Meeting Minutes
Monday, July 20, 2015 at 2:00 p.m.
Walworth County Government Center
County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Nancy Russell at 2:07 p.m.

Roll call was conducted. Members present included Chair Nancy Russell, Vice Chair Charlene Staples, Supervisor Dan Kilkenny, USDA/FSA Representative Matt Polyock and Citizen Member Rosemary Badame. A quorum was declared.

Others in Attendance:

County Staff: Michael Cotter, Director of Land Use and Resource Management (LURM)/Deputy Corporation Counsel; David Bretl, County Administrator; Fay Amerson, LURM Urban Manager; Brian Smetana, LURM Senior Rural Technician

On motion by Supervisor Kilkenny, second by Supervisor Staples, the agenda was approved with no withdrawals.

On motion by Supervisor Kilkenny, second by Citizen Member Badame, the June 15, 2015 Land Conservation Committee meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- Discussion/Possible Action – Walworth County Land and Water Resource Management Plan – 5 Year Extension Presentation – Fay Amerson

Fay Amerson, LURM Urban Manager, and Brian Smetana, LURM Senior Rural Technician, presented the Walworth County Land and Water Resource Management Plan – 5 Year Extension Presentation that is scheduled for presentation before the Wisconsin Land and Water Conservation Board on August 4th. The presentation is a requirement to renew and receive funding for the next five years. A handout of the presentation was distributed at the meeting.

Amerson explained the application form, checklist, and 5-Year Work Plan that was submitted to the Department of Agriculture in order to appear on their agenda. She stated they will be allotted 20 minutes for their presentation and they were asked to limit the slides to 20. She said there are five counties applying for an extension and Walworth County will be the first presentation. Amerson stated it was important to prove to the Board that the plan was intended to be through year 2020 to qualify for the five year extension. She gave a brief explanation of the seven goals within the Land and Water Resource Management Plan. Smetana presented both the structural and educational accomplishments that were achieved with Walworth County's assistance over the past five years. Amerson spoke of the Land Conservation Division and the many programs that protect the lakes within Walworth County. She stated that Audrey Green monitors the lakes for the presence of aquatic invasive species and provides the public with educational information. Smetana spoke about grassed waterways that provide water quality protection, animal waste, and nutrient management programs. Amerson spoke briefly on construction erosion control permits, infiltration on new development sites, and reclamation on most mining sites. She stated that approximately 400 landowners participate in the Farmland Preservation Program. Amerson highlighted the White River County Park acquisition and spoke briefly about the conservation design standards. Amerson stated Walworth County

was awarded the Silver Star relative to the Water Star Program issued to Wisconsin municipalities who do exemplary work protecting and managing groundwater and surface waters. Smetana stated Walworth County funds the conservation program using grant and program fees. He presented a chart showing the Land and Water Resource Management Plan Budget for 2010-2015 and the projected funds for 2016-2020. Amerson gave a brief overview of the goals for the next five years and concluded the presentation by recognizing the many conservation partners.

Chair Russell gave a few suggestions to Amerson and Smetana for their presentation. She suggested a contoured map showing the elevation changes, woods, agricultural land, etc. reflecting erosion and other challenges of Walworth County.

Amerson stated that every county is required to have a Land and Water Resource Management Plan to be eligible for the state funding. The Plan is written for a 10 year period and only approved for a 5 year period. The county is required to return every five years.

Confirmation of next meeting – The next meeting was confirmed for Monday, September 14, 2015 at 2:00 p.m.

Adjournment

On motion by Supervisor Kilkenny, second by Citizen Member Badame, the meeting adjourned at 2:43 p.m. Motion carried 5-0.

Submitted by Trisha Sommers, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

DRAFT

**Walworth County Board of Supervisors
Park Committee Meeting Minutes
Monday, July 20, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 1:03 p.m. by Chair Dan Kilkenny

Roll call was conducted with the following members present: Chair Dan Kilkenny, Vice Chair Nancy Russell, Supervisor Charlene Staples and Citizen Members Michael Hurlburt and Mariette Nowak. A quorum was declared.

Others in Attendance:

County staff: County Administrator David Bretl; Central Services/Public Works Director Kevin Brunner
Members of the public: Merilee Holst, Geneva Lake Conservancy, Inc. (GLC)

On motion by Supervisor Russell, seconded by Supervisor Staples, the agenda was amended to change the next regular meeting date and time to Monday, October 19, 2015 at 1:00 p.m. The motion carried 5-0.

On motion by Supervisor Staples, seconded by Citizen Member Nowak, the May 18, 2015 meeting minutes were approved by voice vote. The motion carried 5-0.

Public comment period – There was none.

Regular Business

- Update on Park Projects

Central Services/Public Works Director Kevin Brunner distributed a list of county park projects, including capital and operating budget requests. He commented that because of the heavy rainfall in June, it's been difficult for the grounds crew, consisting of Head Groundskeeper Steve Messick, three Limited Term Employees and Huber labor when available, to keep up on mowing. Brunner reviewed the list of projects and updated the Committee on major project progress.

Capital Improvement Plan (CIP) projects:

White River Park bridge: The project schedule was included with Brunner's handout. The project is in the permitting phase, and the Scherrer Group has received three bids for the project. County forces will install an access trail to the bridge, and EC3 from Madison has been contracted to clear the trail with the use of their forestry mower. At the end of August, Public Works crews will put in a crushed gravel trail. Construction is currently scheduled for late October.

White River Park barn restoration: The barn restoration is scheduled for 2017 and 2018, dependent upon fundraising efforts. The Friends of the White River Park have started a fundraising campaign on social media to raise money for the barn restoration, and Brunner said the group raised \$1,100 in two days.

The remainder of the CIP projects are dependent upon receiving Stewardship funds, and include: the White River Park Shelter, parking lot repaving, prairie restoration, kayak and canoe launch. Brunner said if the grant isn't awarded, he will put in budget requests for those projects next year. He said he spoke to Jim Ritchie of the Department of Natural Resources, and projects are being ranked this week. The County will know by mid-August whether the \$90,000 application is awarded. Supervisor Staples said she was at Natureland Park recently, and it appears that that the hand pump is no longer accessible. Brunner said he would investigate.

Operating budget:

Operating budget projects for 2016 include park pine plantings and oriental bittersweet control at Natureland Park; and work on the Sugar Creek fen restoration and prairie re-creation at Price Park.

Brunner asked the Committee if they had any other park budget priorities. Vice Chair Russell asked about separating small and large dogs at the Price Park dog area. Citizen Member Hurlburt said he also received public comment about separating the dogs and also asked if trees could be planted at the dog park to create shade. Citizen Member Nowak asked if interpretive signs could be added, including information about native species and what crews are working on in the parks.

- Update on National Dog Day (August 26) Event at Price Park Conservancy

Brunner said the National Dog Day event will be held Wednesday, August 26 from 4:00 to 6:00 p.m. at Price Park. The County and Kettle Moraine Land Trust are sponsoring a speaker who will talk about coyotes. A press release will be issued.

- Review Draft Ordinance on Native Plants

Corporation Counsel drafted the ordinance per committee directive and input. **Citizen Member Nowak made a motion, seconded by Supervisor Staples, to recommend adoption to the County Board. The motion carried 5-0.**

- Review 2016 Parks Operating and Capital Improvement Budget Requests

This item was covered above herein. Brunner will add a separate dog exercise area for smaller dogs and, if necessary, add the well at Natureland Park. Chair Kilkenny congratulated Brunner and his staff on their efforts in maintaining and promoting our parks.

Confirmation of Next Meetings:

There will be a special committee meeting on **Monday, October 5 at 10:00 a.m.** for the purpose of touring Natureland and Price Parks. The committee will meet at the Price Park shelter.

The Monday, October 19, 2015 meeting will convene at 1:00 p.m. at the White River Park barn.

A tour of the Park will be conducted, followed by the regular business meeting.

Adjournment

On motion by Citizen Member Nowak, seconded by Supervisor Staples, Chair Kilkenny adjourned the meeting at 1:56 p.m.

County Zoning Agency

MINUTES

July 16, 2015 – 4:30 p.m.

100 West Walworth Street

Elkhorn, Wisconsin

***** DRAFT *****

Chair Rick Stacey called the meeting to order at 4:30 p.m.

Roll call – Committee members present were Chair Rick Stacey, Vice-Chair Dave Weber, Supervisors Rich Brandl, Tim Brellenthin and Paul Yvarra, Citizen Members Richard Kuhnke, Sr. and Jim Van Dreser. A quorum was present.

County Staff present – Land Use and Resource Management Department Director Michael P. Cotter, and Site Planner/Hearing Facilitator Matt Weidensee, Present for a portion of the meeting / hearing was Debora Grube/Senior Zoning Officer.

A “sign-in” sheet listing attendees on July 16, 2015, is kept on file as a matter of record.

Details of the July 16, 2015 meeting / hearing are on a digital recording which is on file and available to the public upon request / video to view on our website: www.co.walworth.wi.us

Rich Brandl motioned to approve the agenda as amended to table items 8.d.1.) Timothy and Renee Richter and 8.f.1.) Mark Baker – owner, John Favreau, Evergreen Designs Inc. – applicant. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose

Richard Kuhnke, Sr. motioned to approve the June 18, 2015, Minutes. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose

Zoning / Sanitation / Land Conservation Enforcement – Michael Cotter
Disc Count #4:34:34 – 4:38:25

Subdivision Items – Old Business – none

Subdivision Items – New Business – none

Old Business - Ordinance Amendments – none

Old Business – Discussion Items –

1. Discussion/Possible Action - Staff review/town response to correspondence regarding short term rental ordinance – Michael Cotter / Deb Grube
Summary of responses provided by Dave Weber (late responses not included). Discussion by the Committee regarding responses/issues.
Jim Van Dreser motions to return this item in August with a summary of all township responses with mapping for review/discussion. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose
Disc Count #4:38:36 – 5:20:27

2. Discussion/Possible Action - Ronald L. Rhode, Section 25, Troy Township. Review of conditional use request for a bus depot on land zoned B-2 in conjunction with a fuel oil

delivery business as a Planned Unit Development (PUD). Tax Parcel L T-25-4A – Matt Weidensee

Jim Van Dreser motions to table the matter to the October CZA meeting as a deadline date for complete clean-up. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose.

Disc Count #5:20:27 – 5:27:33

3. Discussion/Possible Action – State of Wisconsin Budget Amendments Affecting County Shoreland Zoning Authority – Michael Cotter

Disc Count #5:27:35 – 5:32:53

New Business - Ordinance Amendments –

1. Discussion/Possible Action - Amendment to Section(s) 74-51, 74-52, 74-61, and 74-131 of the Zoning Ordinance and Section(s) 74-178, 74-179, 74-188, and 74-263 of the Shoreland Zoning Ordinance, Walworth County Code of Ordinances relative to Pet and Animal Regulations concerning setbacks for buildings used to house animals in A-1, A-2, A-3, A-4, A-5 and C-2 zoning districts - Deb Grube

Dave Weber motioned to approve this item for County Board Approval.. Seconded by Rich Brandl. Motion carried. 7-favor 0-oppose

This item will be forwarded to the July 20, 2015 County Board meeting for discussion/possible action.

Disc Count #5:32:56 – 5:33:47

New Business – Discussion Items – None

Public Hearing: 5:45 p.m.

Ordinance Amendments – None

Rezoning with Conditional Uses –

THIS MATTER NOT HEARD – TABLED DUE TO NO TOWN RECOMMENDATION

1. ~~Timothy and Renee Richter – Owners, Section 24, Spring Prairie Township. Rezone approximately .62 acres of A-1 Prime Agricultural zone property on a farm separation parcel to the A-4 Agricultural Related Manufacturing, Warehousing and Marketing district. The A-4 rezone is being requested to allow for existing greenhouse to be used commercially with a landscaping contractor storage yard, and snow removal business both as conditional uses. The request also includes rezoning approximately .14 acres of P-1 Park District property approved~~

~~as part of a wedding barn business back to the A-1 district to allow area for the relocation of an existing greenhouse to be used whole sale or agriculturally. Parts of Tax Parcel OA2153-1.~~

2. **B.R. Amon & Sons Inc. - Ron M. Carlson Receiver, Steven Ignasiak – Applicant**, Section 26, LaFayette Township. Rezone approximately 25.38 acres of mostly M-3 Mineral Extractive District to M-2 Heavy Industrial District with lesser areas of A-5 Agricultural Rural Residential and P-2 Institutional Park Districts to M-2 to correct property boundaries. The rezone is accompanied by conditional use petitions for creation of a truck depot with truck and heavy construction equipment repairs, indoor retail sales of truck parts and transitional indoor and outdoor storage of in transit trucked materials and truck parts. Tax Parcel K LF-26-1.

General:

1. Approved as per plan submitted and narrative submitted for multiple conditional uses as a Planned Unit Development (PUD) being a truck depot, truck depot with truck and heavy construction equipment repair and retail truck part service and indoor and outdoor in transit materials storage depot with all additional conditions.
2. All uses shall meet applicable Federal, State, County and local regulations including commercial building inspection.
3. Outside lighting shall be shielded and directed on site.
4. The applicant must obtain all required zoning permit approvals including a sign permit.
5. The applicant must obtain the required State Highway D.O.T. approval for any changes to the access.
6. No fill, debris, branches or leaves may be disposed of on site. No burning of waste materials shall occur on site.
7. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management Permit from the County Conservation Office if required by ordinance.
8. All parking and access to the site shall meet County requirements. All parking shall be installed according to County requirements within 60 days of this approval. Vehicle parking shall be located as identified on the approved plan of operations.
9. The project site must be kept neat, clean, and mowed. The site shall be maintained in a nuisance free condition. The owner shall be held solely responsible for the control of dust, odors, fire, vermin, insects, rodents, filth, fluid/oils spills, groundwater and surface water contamination and windblown materials resulting from past and future operations on this site.
10. Implementation of dust and noise control measures shall occur at all times on site.
11. On site hours of operation shall be from 7:00 a.m. to 7:00 p.m. Monday through Saturday for the indoor and outdoor in transit materials storage depot and retail sales of truck parts. Hours of operation shall be 7:00 a.m. to 11:00 p.m. Monday through Saturday for the truck repair facility. Hours of operation shall allow parking of trucks and trailers on site 24 hours per day, seven days a week.
12. Truck drivers shall not spend the night in the trucks on site.
13. All perimeter fencing shall be maintained as identified on the project plan.
14. The operator shall obtain adequate liability insurance and keep the insurance current during the life of this conditional use.
15. Public retail sales of truck parts shall be restricted to the area identified on the site plan.
16. No general public sales allowed from the indoor and outdoor in transit materials storage depot.
17. No business activities other than specified in the plan of operations may be conducted from out of the truck depot facilities.
18. Outside storage shall be limited to the type, quantities and location of material identified on the plan of operations. No outside storage areas including displays of goods shall be allowed in the required setback areas.
19. No storage of chemicals, petroleum products and flammable materials shall occur on site unless stored in a containment facility meeting State requirements.

20. The owner must provide a waste disposal plan stating where all trash, drain oil and other auto fluids are disposed and shall follow the approved plan during operations on site.
21. Staff may conduct inspections necessary to ensure site is operated and maintained according to applicable regulations.
22. Any changes to the PUD that may affect this approval must obtain additional County conditional use review and approval.
23. The proper preservation, care and maintenance by the original and all subsequent owners of the design of the PUD and all common structures, facilities, essential services, access and open spaces including use of the open space shall be assured by deed restriction referencing the plat.
24. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
25. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

26. All inventories of truck parts, trailer parts, and equipment parts to be use or sold on site shall be kept indoors at all times except for parts located in the temporary use outdoor storage location. Truck parts, trailer parts and equipment parts stored in the temporary use outdoor storage location shall be removed within 90 days of being stored outdoors.
27. No outside storage other than the trucks, trailers, equipment and materials in transit specified in the approved plan of operations shall be stored in the designated in transit outside storage areas. All trucks, trailers, equipment and materials in transit shall be allowed to be stored on site for a maximum of 90 contiguous days at which point they shall be removed from the property.
28. The County reserves the authority to require any outside stored materials to be removed from the site within 48 hours of a determination the storage is inconsistent with this approval, has become unsightly or is detrimental to human health and safety.
29. No outside storage of chemicals shall occur on site.
30. Any painting and finishing areas of the industrial building must have proper ventilation meeting the requirements of the State and Federal codes. Exhaust system shall meet all requirements of the code including hours of operation and noise.
31. No dumping of chemical waste shall be conducted outside of the building. All discharge of chemical waste to the holding tank or septic system shall be pre-approved by the County sanitarian.
32. All flammable waste materials shall be stored in a non-flammable, enclosed container and be gated in a non-combustible fence.
33. The owner shall obtain approval of a pollution prevention plan from the County Land Conservation Office and a hazardous spill plan from the State if required by law.
34. No occupancy shall be allowed for the business activity approved by this conditional use until all conditions of approval are met.
35. **The property owner shall be required to conduct an annual Tier III study as per the Town.**
36. **All transient loads shall be stored on non-pervious surfaces as per the Town.**
37. **The conditional use shall be valid for five years from this approval date. The property owner may apply for a renewal of the conditional use within six months of expiration. The renewal shall be subject to inspection and approval by the County as per the Town.**
38. **No fill shall be placed in the buffer area identified on the north end of the outside storage area for transient storage. No storage activities shall be located within the buffer area.**

Dave Weber motioned to approve with amendment to cond. #26 to include “parts” and the additional condition #38 as recommended by Staff. Seconded by Rich Brandl. Motion carried. 7-favor 0-oppose.

The rezone petition will move forward to the July 20, 2015, Walworth County Board for possible action.

Disc Count #5:50:32 – 6:10:05

Rezones –

1. **Bronson-Kuchan Joint Revocable Living Trust – Owner, James W. Bronson, Margaret Kuchan – Applicants**, Section 34, Whitewater Township. The property owners are requesting to rezone approximately .65 acres of B-2 Business District to R-1 Single Family Residential District (unsewered) to create a single family residential lot. Tax Parcel DA193400002.

Dave Weber motioned to approve. Seconded by Tim Brellenthin. Motion carried. 7-favor 0-oppose.

The rezone petition will move forward to the July 20, 2015, Walworth County Board for possible action.

Disc Count #6:10:05 – 6:14:53

2. **Charles Moelter Trust and the Moelter Foundation – Owners, Joanne Gasperik Sec./ Vice President – Applicant**, Sections 32, 33, Lyons Township. The property owner is seeking rezone of approximately 6.2 acres of C-1 and C-4 Lowland Resource Conservation District (Non-shoreland and Shoreland wetlands) to the C-2 Upland Resource Conservation District to match the wetland boundaries to delineated field conditions. Parts of Tax Parcels N LY-33-2A1 and N LY-32-4.

Richard Kuhnke, Sr. motioned to approve the requested rezone, and table the amendment of the conditional use. Seconded by Jim Van Dreser. Motion carried. 7-favor 0-oppose.

The rezone petition will move forward to the July 20, 2015, Walworth County Board for possible action.

Disc Count #6:14:53 – 6:20:36

3. **Silver Stone Ranch LLC – Owner, William L. Applebaum – Applicant**, Section 21, LaFayette Township. The property owner is seeking to rezone of approximately 20 acres of A-1 Prime Agricultural District to the C-2 Upland Resource Conservation District to match zoning to the land use category stated in the 2035 Walworth County Comprehensive Land Use Plan. Tax Parcel K LF-21-4.

Jim Van Dreser motioned to approve as being consistent with farmland preservation and the percentage of soils non-farmed. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose.

The rezone petition will move forward to the July 14, 2015, Walworth County Board for possible action.

Disc Count #6:20:37 – 6:24:16

Conditional Uses -

THIS MATTER NOT HEARD – TABLED DUE TO NO TOWN RECOMMENDATION

~~1. **Mark Baker – Owner, John Favreau, Evergreen Designs Inc. – Applicant, Section 29,** Delavan Township. The property owner is seeking conditional use approval for a land restoration project for grading work in excess of 25,000 square feet in the A-3 Agricultural Holding District. The grading work is for a future home location and spoils area for a pond. Parts of Tax Parcel FA1511-3~~

2. **Sugar Creek Food & Fuel Property, Inc. – Owner, C.J. Patel – Agent/Applicant, Section 12,** Sugar Creek Township. The property owner is requesting conditional use approval in the B-2 General Business District to add a 3400 square foot addition on to an existing convenience store and gas station. The addition would be in excess of 25% of the existing structure size and requires conditional use approval as if the total structure was being established anew. Tax Parcel GA152500002.

General:

1. Approved as per plan submitted as a gas station and convenience store with the proposed addition with all additional conditions.
2. The project must meet with all applicable Federal, State, County and local regulations.
3. Parking, gas pump protection and emergency spill measures shall conform to all state, local and federal regulations.
4. The applicant must obtain all required zoning permit approvals including a sign permit. All existing signage will need to be brought into compliance with the zoning requirements as if being established anew.
5. The owner shall obtain approval of a pollution prevention plan from the County Land Conservation Office and a hazardous spill plan from the State if required by law.
6. The project site must be kept neat, clean, and mowed. The site shall be maintained in a nuisance free condition. The owner shall be held solely responsible for the control of dust, odors, fire, vermin, insects, rodents, filth, groundwater and surface water contamination and windblown materials resulting from past and future operations on this site.
7. The owner/applicant shall be responsible for meeting all Highway regulations for access to the site and the location of fuel tanks and canopy structures if within the highway right-of-way.
8. Outside lighting to be shielded and directed on site and located as per plan submitted.
9. All cars shall be parked in the marked spaces as identified on the approved plan of operations. Use capacity of the site shall be restricted by the cars capable of being parked in the marked spaces as identified on the plan. Parking must meet with requirements of the county zoning ordinance. All parking across from residential zoning must be setback 25 feet from the roadway. The off street parking area shall be graded and surfaced so as to be dust free and properly drained. All parking areas shall be clearly marked. All parking must be in compliance with County requirements within 60 days of this approval.
10. Adequate noise and dust control measures to be taken during construction and continued measures shall be take keep the parking area clean and dust free.
11. Hours of operation shall be 5:00 a.m. to 10:00 p.m. Monday thru Friday and 6:00 a.m. to 10:00 p.m. on Saturday and Sunday.
12. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
13. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any

extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

14. Approval of the conditional use is subject to obtaining a positive Town recommendation prior to the conditional use being valid. Any proposed new conditions recommended by the Town must return to the County Zoning Agency for additional conditional use review and approval.

Tim Brellenthin motioned to approve with amendment to condition #14 per staff recommendation. Seconded by Dave Weber. Motion carried. 7-favor 0-oppose.
Disc Count #6:24:22 – 6:34:24

Adjournment

Rich Brandl motioned to adjourn. Seconded by Richard Kuhnke, Sr. Motion carried.
7-favor 0-oppose

The meeting was adjourned at 6:34 p.m.

Submitted by Sheril Oldenburg, Recording Secretary.
Minutes are not final until approved by the committee at its next meeting.

Telephone: (262) 728-4140

Fax: (262) 728-4142

WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT

975 W. Walworth Ave. • Delavan, WI 53115

www.walcomet.org

REGULAR MEETING

July 14, 2015

1:30 P.M.

Agenda

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENTS/CORRESPONDENCE/OTHER BUSINESS
4. APPROVAL OF MINUTES OF REGULAR MEETING, June 9, 2015.
5. ADMINISTRATOR'S MONTHLY REPORT
 - a) Plant Operations
 - b) Financial
 - c) Training
 - d) Pretreatment Program
 - e) Capital Improvement Project Update
6. RECEIPTS AND DISBURSEMENT REPORTS
7. ACCOUNTS PAYABLE LISTING
8. OLD BUSINESS
9. NEW BUSINESS
 - a) **Operational Chemicals** - Move to authorize the purchase of Ferric Chloride for the unit price of \$ 464.65 per dry ton with an estimated total purchase of \$51,111.50 from Kemira Water Solutions.
 - b) **Compliance Maintenance Annual Report (CMAR)** - Move to accept the 2014 CMAR as presented and adopt Resolution 2015-03 and instruct Staff to submit the 2014 CMAR to the DNR.
 - c) **Fiscal Year 2016 Budget**
 - d) **Pending Issue Updates**
 - e) **WPDES Permit Issuance** - Move to reaffirm that the WalCoMet Administrator was authorized to make the petition on behalf of WalCoMet to the Wisconsin Department of Natural Resources for the contested case hearing.
10. ADJOURN

posted
7/9/15
10:15am

To: Chairman Logterman and WalCoMet Commission
From: Brad Huza, Administrator 
Date: July 6, 2015
Re: Administrator's Monthly Report – July 2015

Plant Operation

The wastewater treatment facility has met all of its operational and discharge permit requirements for the month of June. Higher than normal flows were experienced on June 15th. This was a result of the amount of rainfall on the 15th. Unfortunately, the plant also experienced a significant amount of grit and grease during the high flow times. The influx of grease disrupted the operation of the fine screens and causes a considerable amount of labor in clean-up activities. This same issue was experienced in April of this year.

Financial

In review of the cash receipts vs cash disbursements, the actual cash receipts for the months January through June are \$3,154,238. The budget projection was \$3,101,825. The actual cash disbursements for the same time period were \$2,899,711 with the budget projection was \$3,056,447. From a budgetary standpoint, WalCoMet is on track through the first half of fiscal year 2015.

Training

No training was scheduled for June of 2015. Administrative Services is scheduled to attend an informational seminar in document retrieval in July.

Pretreatment Program

If the Commission recalls, WDNR conducted an audit of the pretreatment program on April 27 and 28. Staff addressed the concerns from the audit on June 9th. An audit conclusion letter was received on July 1 stating the comments received were accepted and the audit was going to be closed.

Capital Improvement Project Update

Construction contracts have been transmitted to the contractors for the Filter Room Piping Recoating project, Asphalt Surface Resealing project and the Delavan Lift Station Roofing project. The contractors have all returned the executed contracts, certificates of insurance and required bonds. Staff is waiting for the contractors to provide the formal schedules of construction.

**WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT
BILLINGS TO ENTITIES-2015**

ENTITY	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTALS	BUDGET TOTAL	DIFFERENCE BUDGET TO ACTUAL	PERCENT +/- BUDGET
DELAVAN	TOTAL DUE	\$ 100,508.02	\$ 111,276.76	\$ 100,425.29	\$ 100,987.03	\$ 111,179.22	\$ 103,142.12						\$ 627,519.44	\$ 678,084.50	\$ (50,545.06)	-7.45%
	VOLUME MG	22.520	22.336	20.375	23.534	22.304	22.824						133.896	153.441	(19.745)	-12.87%
														\$ 1,366,129	(2015 Study)	
ELKHORN	TOTAL DUE	122,325.67	124,767.19	103,470.69	116,175.62	135,499.07	129,350.20						\$ 731,588.24	\$ 823,137.50	\$ (91,549.26)	-11.12%
	VOLUME MG	31.600	28.737	23.844	37.383	47.477	41.165						210.236	250.625	(40.389)	-16.12%
														\$ 1,646,275	(2015 Study)	
														\$ 501,250	(2015 Study)	
DLSD	TOTAL DUE	52,112.76	54,753.19	48,001.75	45,131.06	53,179.23	54,823.88						\$ 308,100.97	\$ 379,820.50	\$ (71,819.53)	-18.90%
	VOLUME MG	12.997	12.997	11.789	13.808	13.223	14.196						78.990	108.958	(27.968)	-28.15%
														\$ 759,841	(2015 Study)	
														\$ 213,915	(2015 Study)	
WCI	TOTAL DUE	11,144.85	9,875.68	8,140.40	9,038.18	8,494.95	8,954.77						\$ 55,148.83	\$ 60,919.00	\$ (5,770.17)	-9.47%
	VOLUME MG	1.909	2.004	1.804	2.030	1.995	2.208						11.950	17.208	(5.258)	-30.55%
														\$ 121,838	(2015 Study)	
														\$ 34,415	(2016 Study)	
WMS. BAY	TOTAL DUE	42,095.72	42,670.48	37,400.72	41,224.97	43,377.65	46,671.71						\$ 253,441.29	\$ 292,568.50	\$ (39,127.25)	-13.37%
	VOLUME MG	13.785	13.390	11.379	14.757	14.663	15.220						83.194	98.182	(14.988)	-15.27%
														\$ 585,137	(2015 Study)	
														\$ 196,383	(2015 Study)	
INSPIRATION MINISTRIES	TOTAL DUE	1,393.82	1,419.47	1,386.34	1,561.45	1,447.88	1,329.54						\$ 8,538.48	\$ 8,663.50	\$ (125.02)	-1.44%
	VOLUME MG	0.225	0.247	0.240	0.277	0.253	0.228						1.470	1.635	(0.185)	-10.06%
														\$ 17,327	(2015 Study)	
														\$ 3,269	(2015 Study)	
ONSQ & INTERLAKEN	TOTAL DUE	13,727.73	13,164.48	11,559.71	13,580.15	14,354.42	18,078.49						\$ 84,444.96	\$ 103,450.00	\$ (19,005.02)	-18.37%
	VOLUME MG	3.848	3.405	2.996	3.709	4.089	4.947						22.694	29.525	(6.721)	-22.76%
														\$ 206,900	(2015 Study)	
														\$ 59,049	(2015 Study)	
VILLAGE OF DARIEN	TOTAL DUE	15,900.93	16,615.08	15,028.57	15,143.33	15,819.81	16,067.70						\$ 94,595.42	\$ 120,808.00	\$ (26,312.58)	-21.76%
	VOLUME MG	2.847	2.732	2.553	2.739	2.867	2.917						16.655	21.902	(5.247)	-23.96%
														\$ 241,816	(2015 Study)	
														\$ 43,804	(2015 Study)	
TOWN OF DARIEN	TOTAL DUE	3,298.45	3,412.61	3,021.87	3,139.39	3,255.03	3,523.03						\$ 19,850.18	\$ 17,128.50	\$ 2,521.68	14.72%
	VOLUME MG	0.779	0.738	0.694	0.759	0.783	0.811						4.564	3.836	0.725	18.86%
														\$ 34,257	(2015 Study)	
														\$ 7,679	(2015 Study)	
LAKE COMO SANITARY DISTRICT	TOTAL DUE	13,288.81	16,567.26	13,432.90	14,738.65	16,502.80	15,484.98						\$ 90,013.38	\$ 98,415.00	\$ (8,401.62)	-8.54%
	VOLUME MG	2.444	2.551	2.272	3.019	2.857	2.912						16.155	18.228	(0.073)	-0.45%
														\$ 198,830	(2015 Study)	
														\$ 32,455	(2015 Study)	
TOTAL DUE		\$ 375,795.66	\$ 394,322.20	\$ 341,867.94	\$ 360,699.83	\$ 403,109.04	\$ 397,246.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,273,041.17	\$ 2,583,175.00	\$ (310,133.83)	-12.01%
TOTAL VOLUME MG		92.754	89.140	77.926	102.015	110.621	107.258	-	-	-	-	-	579.714	689.650	(119.836)	-17.13%
														\$ 1,399,099	(2015 Study)	
VEQLIA WASTE	TOTAL DUE	7,009.19	17,005.34	10,985.81	12,648.79	18,324.66	15,511.57						\$ 81,466.38	\$ 87,412.50	\$ (5,947.14)	-6.80%
	VOLUME MG	0.218	0.290	0.187	0.314	0.398	0.333						1.740	\$ 174,825.00	(2015 Budget)	



**LAUDERDALE LAKES LAKE
MANAGEMENT DISTRICT
MINUTES of 07-11-15**

Meeting called to order by Chairman Mason, at 8:00 A.M.

A. **Attendance:** Present: Chairman Mason, Rick Callaway, Debbie Ferrari, Peter Van Kampen, Don Sukala, and Greg Wisniewski. Jack Sorenson arrived late due to a schedule conflict.

B. **Agenda:** The agenda was approved, on a Callaway/Sukala motion and passed unanimously.

C. **Approve Minutes:** On a Callaway / VanKampen motion the minutes for the June 29, 2015 meeting were approved as submitted. Unanimously
On a Wisniewski / Ferrari motion minutes for the June 13, 2015 meeting were approved with two changes made by Debbie. And passed Unanimously

D. **CONSIDER POSITION ON GLADHURST PIER APPLICATION:** Chairman Mason presented background of the Gladhurst piers. Six were approved and constructed around 1990. Several years later the developer and Gladhurst Property Owners Association applied to DNR & the Town of LaGrange for additional moorings which were denied. In 1999 Gladhurst applied to widen the 6 pier slips to accommodate new wider boat lifts and the Lake District & Town of LaGrange supported this application and DNR approved. In 2015 Gladhurst applied to add five additional moorings. The board discussed this and decided that this would be a poor precedent and violates current Town of LaGrange ordinances. On a Van Kampen / Callaway motion the board recommends opposing any additional moorings at the Gladhurst Property Owners Association. This passed five (5) in favor and Sukala abstaining.

E. **CONSIDER NEW SKI TEAM AGREEMENT:** In March the Board extended the LAS agreement to prevent any delay in their getting on the water in 2015. The extension was granted until July 31, 2015 with the understanding that the LAS and LD would meet to discuss details of a new agreement. Due to significant turnover on the LAS board meeting with LAS was delayed until 7/11/15 following this board meeting. Therefore on a Wisniewski / Sukala motion the LD Board granted Mason, Van Kampen and Sorenson to negotiate a new LAS agreement on behalf of the LD. This passed unanimously.

F. **DEVELOP & CONSIDER PROPOSED 2016 BUDGET:**

After about an hour and a half of discussion and development a proposed 2016 budget was approved on a Callaway / Van Kampen motion which passed unanimously. Proposed 2016 budget attached and part of the record.

**LAUDERDALE LAKES LAKE MANAGEMENT DISTRICT
PROPOSED 2016 BUDGET**

	2015 Approved Budget	2016 Proposed Budget	<u>Inc/(Dec) from 2015</u>	
			\$	%
Weed Harvesting	50,000	46,000	(4,000)	-8.0%
Water Safety Patrol	61,300	59,500	(1,800)	-2.9%
Dam	9,000	42,500	33,500	372.2%
Environmental Projects	26,000	21,000	(5,000)	-19.2%
Communications	3,000	3,500	500	16.7%
Insurance	13,650	14,000	350	2.6%
Legal	15,000	15,000	-	
Community Center	9,800	4,400	(5,400)	-55.1%
Certified Audit	3,500	3,675	175	5.0%
Lake District Maintenance Building	5,000	6,800	1,800	36.0%
General Lake District Operation	9,250	13,730	4,480	48.4%
Addition to Lake District Reserve	5,000	5,000	-	
Lake Leak Engineering	65,000	-	(65,000)	-100.0%
Golf Course	-	-	-	
Capital reserve	85,000	85,000	-	
TOTAL (Incl Reserve Increases)	360,500	320,105	(40,395)	-11.2%
Use of Reserves	-	-	-	
Total Tax Levy	360,500	320,105	(40,395)	-11.2%

G. PROJECT REPORTS:

Van Kampen reported that septic and piers are running smoothly.

Sukala reported that the Town has discovered old records related to the water safety patrol. Debbie requested that the records should go to the community center to be retained. Town has a busy agenda for Monday night's meeting with several pier items to be heard.

Wisniewski reported that weed harvesting will start in the sensitive areas as soon as the DNR restriction allows. The crew noticed and repaired the trailer hitch on the truck. Connor is manning the launch ramps for CBCW.

Callaway had no report for the county.

Mason briefed the recent goose roundup netting 55 birds. The board discussed the importance of this program long term to maintain a minimum population of the non-migratory geese. He reported that the golf course had an excellent 4th of July weekend and is tracking to finish the year with sufficient reserves to carry them through the winter. Also discussed the upcoming informational meeting with UW-Milwaukee to present preliminary planning information to the community. Mason is working on a post card to be mailed to all property owners.

H. Other Business: Discussed next meeting for 7:30 AM on Saturday August 8, 2015.

The meeting was adjourned at 10:35 A.M. on a motion made by Van Kampen and seconded by Callaway, passed unanimously.

Respectfully submitted by,

Scott Mason, Chairman

Walworth County Board of Adjustment
MINUTES

July 8, 2015 - Hearing – 8:30 AM

July 9, 2015 – Meeting – 8:30 AM

County Board Room

Government Center – Elkhorn, Wisconsin

A hearing and decision meeting of the Walworth County Board of Adjustment was held on July 8 & 9, 2015, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on July 8, 2015, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer and Sheril Oldenburg, recording secretary were in attendance. 2nd Alternate Joseph Pappa was in attendance. Those present on July 9, 2015, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Michael Cotter, Director, Deb Grube, Senior Zoning Officer and Sheril Oldenburg, recording secretary were in attendance. 1st Alternate Franklin B. Jones and 2nd Alternate Joseph Pappa were in attendance. “Sign-in” sheets listing attendees on July 8, 2015, and July 9, 2015, are kept on file as a matter of record.

The July 8, 2015, hearing was called to order by Chair John Roth at 8:30 A.M. Sheril Oldenburg conducted roll call and verified that there was a quorum. Those present were same as listed above. **Elizabeth Sukala motioned to approve the agenda. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. Elizabeth Sukala motioned to approve the June 10 & 11, 2015 Minutes and dispense with the reading. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Ann Seaver motioned to recess until 8:30 A.M. on Thursday, July 9, 2015. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose.** The July 8, 2015, hearing went into recess at approximately 11:00 A.M.

On July 9, 2015, at 8:30 A.M., Chair John Roth called the decision meeting to order. Sheril Oldenburg conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. John Roth leaves the meeting after the decisions at 10:03 a.m. The training session was conducted and completed. Elizabeth Sukala motioned to adjourn until the August 12, 2015, hearing at 8:30 A.M. Seconded by Ann Seaver. Motion carried. 2-favor, 0-oppose.** The July 9, 2015, decision meeting adjourned at approximately 10:46 A.M.

Seven variance hearings were scheduled and details of the July 8, 2015, hearings and the July 9, 2015, decisions are digitally recorded and available to the public upon request / video to view on our website: www.co.walworth.wi.us.

Old Business

Thursday, July 9, 2015

Count #8:33:35 – 8:39:29

Timothy R. & Mari J. Z. Leroy, owners – Section(s) 5 - East Troy Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County’s Code of Ordinances – Shoreland Zoning to construct a deck and stairway.

REQUIRED BY ORDINANCE: The Ordinance requires a 73.2' shore yard setback (average).

VARIANCE REQUEST: The applicants are requesting a 26.8' shore yard setback. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a deck and stairway.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of July 8 & 9, 2015, for the petition of Timothy R. & Mari J. Z. Leroy, owners, voted to **DENY** the request for a 26.8' shore yard setback.

A motion was made by Ann Seaver to DENY the variance request for discussion. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the owner did not prove unique circumstances to the property not generally found on other neighboring properties rather than considerations personal to the property owner. The Board found to deny the variance request would not cause unnecessary hardship. The Board found to approve the variance request would cause harm to public interests in adding to the existing impervious surface. The Board found ingress / egress to the structure does exist without variance approval. The Board found the owner had not provided the Town of East Troy recommendation as requested by the Board. The Board found the variance request does meet the criteria for approval as presented. A contractor spoke in support. There were letters of opposition from the Wisconsin Department of Natural Resources and the Walworth County Land Conservation Division.

New Business – Variance Petitions

Hearing – Count #8:34:25 – 8:43:50 / Decision – Count #9:39:36 – 8:42:22

The First Hearing was B. R. Amon & Sons, Inc., owner / Steven Ignasiak, applicant – Section(s) 27 – Lafayette Township

Applicants are requesting a special exception in accordance with Section(s) 74-38(7b) / 74-111(7b) of Walworth County's Code of Ordinances – Zoning to permit the location of existing buildings upon rezone to the M-2 zoning district.

REQUIRED BY ORDINANCE: The existing substandard structures are identified as building #2 (6.1') / #3 (8 ½' approximate) / #5 (18.2') and #6 (25.7') and are required to maintain a 30' setback in the M-2 District. The applicant requested building #10 (7.9') be removed from the variance request.

VARIANCE REQUEST: The applicants are requesting a special exception in accordance with Section(s) 74-38(7b) / 74-111(7b) of Walworth County's Code of Ordinances – Zoning to permit the location of existing buildings (except building #10) upon rezone to the M-2 zoning district.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of July 8 & 9, 2015, for the petition of B. R. Amon & Sons Inc., owner / Steven Ignasiak, applicant, voted to **APPROVE** the special exception request to permit the location of existing buildings upon rezone to the M-2 zoning district.

A motion was made by John Roth to APPROVE the variance request. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the structures have existed for a number of years. The Board found to deny the variance request and require removal of the structures would cause unnecessary hardship. The Board found to approve the variance request would benefit public interests. The Board found no work would be done in front of the existing structures. The Board found the special exception is for the existing structures only and subject to rezoning approval of the Town and the County. There was no support. There was no opposition.

Hearing – Count #8:44:08 – 8:49:47 / Decision – Count #8:42:27 – 8:44:06

The Second Hearing was Angela C. Villela, owner – Section(s) 34 – La Grange Township

Applicant is requesting a variance from Section(s) 74-163 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an accessory structure (garage).

REQUIRED BY ORDINANCE: The Ordinance requires an accessory structure to be located in the side or rear yard on lots less than one acre in size (minimum setback of 89' street yard).

VARIANCE REQUEST: The applicant is requesting an accessory structure (20' x 22' garage) to be located in the street yard with a 58' street yard setback. The request is a variance from Section(s) 74-163 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an accessory structure (garage).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of July 8 & 9, 2015, for the petition of Angela C. Villela, owner, voted to **APPROVE** the request for an accessory structure (20' x 22' garage) to be located in the street yard with a 58' street yard setback.

A motion was made by Elizabeth Sukala to APPROVE the variance request. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the irregular shape and the slope of the lot to be unique property limitations. The Board found the location of the septic system and the unusual configuration of the lot limited the options for placement of the accessory structure. The Board found the existing accessory structure shed will be relocated to the rear of the property. The Board found to approve the variance request will not cause harm to public interests. The Board found no objection from neighboring property owners. There was one letter of support from the Town of La Grange Plan & Zone Commission and Town Board. There was no opposition.

Hearing – Count #8:49:52 – 09:09:18 / Decision – Count #8:44:14 – 8:48:45

The Third Hearing was Robert A. Holland, owner – Section(s) 35 – Whitewater Township

Applicant is requesting a variance from Section(s) 74-167 / 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the construction of a deck and stairs and the location of a patio.

REQUIRED BY ORDINANCE: The Ordinance requires a 46.1' shore yard setback.

VARIANCE REQUEST: The applicant is requesting a 36.7' shore yard setback for a deck and stairs and a 32' shore yard setback for a patio. The request is a variance from Section(s) 74-167 / 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the construction of a deck and stairs and the location of a patio.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of July 8 & 9, 2015, for the petition of Robert A. Holland, owner, voted to **APPROVE** the variance request for a 36.7' shore yard setback for a deck and stairs and to **DENY** the variance request for a 32' shore yard setback for a patio.

A motion was made by Ann Seaver to APPROVE the deck with conditions. Seconded by Elizabeth Sukala.

Elizabeth Sukala withdrew her second.

A motion was made by Ann Seaver to APPROVE the deck but all patio brick has to be removed. (approve the deck and deny the patio) Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS:

APPROVAL of the deck: The Board found the steep hill going down to Whitewater Lake is a unique property limitation. The Board found to approve the variance request for the deck would improve ingress / egress to the residence. The Board found to approve the variance request for the deck as revised to accommodate the stairs would not cause harm to public interests. The Board found the variance request to be an expansion of an existing deck and as revised will not infringe more into the shore yard. The Board found neighboring properties do have comparable decks.

DENIAL of the patio: The Board found to deny the variance request for the patio would remove impervious surface from the shore yard. The Board found the patio had been constructed without Walworth County review and approval.

There was an e-mail of support from the Town of Whitewater. There were letters of opposition from the Wisconsin Department of Natural Resources and the Walworth County Land Conservation Division.

***The owner / applicant shall contact the Walworth County Land Use & Resource Management Department immediately to bring the property into compliance with the requirements of the Walworth County (Shoreland) Zoning Ordinance.**

Hearing – Count #9:09:26 – 9:23:39 / Decision – Count #8:48:50 – 8:54:04

The Fourth Hearing was Daniel M. & Sandra J. Persinger, owners – Section(s) 36 - Troy Township

Applicants are requesting a variance from Section(s) 74-38 / 74-52 / 74-92 of Walworth

County's Code of Ordinances – Zoning to permit the location of an accessory structure.

REQUIRED BY ORDINANCE: The Ordinance requires an accessory structure to be located in the side and rear yard on parcels of less than one acre (72.5' street yard setback).

VARIANCE REQUEST: The applicants are requesting an accessory structure in the street yard with a 40.5' street yard setback. The request is a variance from Section(s) 74-38 / 74-52 / 74-92 of Walworth County's Code of Ordinances – Zoning to permit the location of an accessory structure.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of July 8 & 9, 2015, for the petition of Daniel M. & Sandra J. Persinger, owners, voted to **APPROVE** the request for an accessory structure in the street yard with a 40.5' street yard setback.

A motion was made by Elizabeth Sukala to APPROVE the variance request. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the placement of a new residence and to keep an old residence as an accessory structure is what is necessitating a variance. The Board found the slope of the lot limited options for placement of the new residence. The Board found the road right-of-way prevented the lot size from being considered one acre as is required in the zoning ordinance. The Board found to approve the old residence to be used as a workshop with removal of the kitchen. The Board found fire protection is not an issue per the Town. The Board found the owner will relocate the existing canvas accessory structure (shed) to the rear of the property. The Board found the existing metal accessory structure (shed) will be removed. The Board found to approve the variance request would cause no harm to public interests. A member of the Troy Planning Commission spoke to affirm fire department position of service from the road. The Town of Troy meeting minutes indicate the Town and Plan Commission would support the decision of the Board of Adjustment. There was no opposition.

Hearing – Count #9:23:44 – 9:37:17 / Decision – Count #8:54:09 – 8:59:17

The Fifth Hearing was Nancy L. Meccia Trust, owner / Attorney Anthony A. Coletti, Esq., Law Offices of Anthony A. Coletti, S.C., applicant – Section(s) 31 – Delavan Township

Applicants are requesting a variance from Section(s) 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition (roof alterations) to a single-family residence.

REQUIRED BY ORDINANCE: The Ordinance requires a 5' side yard setback (substandard) and a 23.9' street yard (established).

VARIANCE REQUEST: The applicants are requesting a 2.5' side yard setback and a 20.3' street yard setback. The request is a variance from Section(s) 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition (roof alterations) to a single-family residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of July 8 & 9, 2015, for the petition of Nancy L. Meccia Trust, owner, Attorney Anthony A. Colleti, Esq., Law Offices of Anthony A. Coletti, S.C., applicant, voted to **APPROVE** the request for a 2.5' side yard setback and a 20.3' street yard setback per plans submitted.

A motion was made by Ann Seaver to APPROVE this variance request with the amended site plan submitted by Atty. Coletti, with the County to ensure compliance. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found a corrected site plan was submitted in time for the July 9, 2015, Board of Adjustment decision meeting. The Board found the revised plan was applicable to the discussion of the July 8, 2015, Board of Adjustment hearing. The Board found to approve the variance request would cause no harm to public interests and that there was a need to correct the roofline. The Board found there will be no expansion of the structure into the side yards. The Board found to deny the variance request and not allow the needed repairs would cause unnecessary hardship. There was one letter of support from the Town of Delavan. There was no opposition.

Hearing – Count #9:37:27 – 9:55:10 / Decision – Count #8:59:24 – 9:01:45
The Sixth Hearing was Jeffrey N. & Ellen K. Bassett, owners / John O'Neill, applicant – Section(s) 34 – La Grange Township

Applicants are requesting a variance from Section(s) 74-167/ 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a deck.

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback.

VARIANCE REQUEST: The applicants are requesting a 65' shore yard setback. The request is a variance from Section(s) 74-167 / 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a deck.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of July 8 & 9, 2015, for the petition of Jeffrey N. & Ellen K. Bassett, owners, John O'Neill, applicant, voted to **APPROVE** the request for a 65' shore yard setback.

A motion was made by Elizabeth Sukala to APPROVE the variance request. Seconded by Ann Seaver for discussion. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the proposed deck would be no closer to Middle Lake than the existing upper deck. The Board found the lower deck will be removed. The Board found to approve the variance request would provide another means of ingress / egress to the residence. The Board found the existing deck to be in need of repair and approval of the variance request would address the safety issue. The Board found to approve the variance request would reduce impervious surface in the shore yard. The Board found no objection from the Town of La Grange. There were letters of support from a neighboring property owner and the Town of La Grange. There was one letter of opposition from the Wisconsin Department of Natural Resources.

Hearing – Count #9:55:27 – 10:59:35 / Decision – Count #9:01:50 – 9:16:29

The Seventh Hearing was Mark W. & Judith A. Robie Trust, owner / Renovations Group Inc., applicant – Section(s) 25 – La Grange Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 / 74-219 / 74-221 of Walworth County’s Code of Ordinances – Shoreland Zoning to reconstruct a single-family residence and construct a deck.

REQUIRED BY ORDINANCE: The Ordinance requires a 44.8’ shore yard setback (average), a 5’ setback (east) and a 22.57’ street yard setback (established).

VARIANCE REQUEST: The applicants are requesting a 27’ shore yard setback for an 8’ deck, a 1.5’ setback from the lot line (east) and a 20.57’ street yard setback for a residence. The request is a variance from Section(s) 74-167 / 74-181 / 74-219 / 74-221 of Walworth County’s Code of Ordinances – Shoreland Zoning to reconstruct a single-family residence and construct a deck.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of July 8 & 9, 2015, for the petition of Mark W. & Judith A. Robie Trust, voted to **APPROVE** the request to reconstruct a single-family residence, a 1.5’ setback from the lot line (east) and a 20.57’ street yard setback and voted to **MODIFY and APPROVE** a deck in the shore yard to a 4’ x 20’ deck and a stairway.

A motion was made by John Roth to APPROVE the house portion of the variance request. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

A motion was made by Elizabeth Sukala to APPROVE the deck variance request with the modification to 4’ x 20’. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found to approve a single-family residence with a modified deck size of 4’ x 20’. The Board found unique property limitations in the small and narrow lot. The Board found the location of the septic system and the curve of Lauderdale Drive limited options for placement of the residence and deck. The Board found the reconstructed residence will not be closer to the lot lines than the existing residence. The Board found to approve a deck size of 4’ x 20’ will provide safe ingress / egress for the residence and reduce surface area in the shoreyard. There was one letter of support from a neighboring property owner. There were letters of opposition from the Wisconsin Department of Natural Resources and the Walworth County Land Conservation Division.

Other

- A. Discussion / possible action on Township correspondence – none

Staff Reports

- A. Court cases update - none
- B. Distribution of reports, handouts and correspondence – none

C. Board of Adjustment training Count #9:17:24 – 10:46:10

1. Michael Cotter, Director, and Deb Grube, Senior Zoning Officer, conducted training for the five current Board of Adjustment members.

Proposed discussion for next agenda

The following items were requested to be put on the August 2015 agenda, if applicable:

- A. Discussion / possible action on Township correspondence
- B. Court cases update
- C. Distribution of reports, handouts and correspondence



ANN SEAVER
WALWORTH COUNTY BOARD OF ADJUSTMENT

These minutes are not final until approved by the Board of Adjustment at the next scheduled hearing date.

Walworth County Board of Supervisors
DRAFT **July 6, 2015 Transportation Coordinating Committee Meeting Minutes**
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin

The meeting was called to order by Chair Nancy Russell at 1:30 p.m.

Roll call was conducted. Members present included Chair Nancy Russell; Vice Chair Andrew Kerwin; Health and Human Services Board Chair Ken Monroe; Lori Muzatko, Division Manager-Aging/Long Term Care and Resource Support; Citizen Members James Davis, Jerry Grant, Jeni Hallatt, Susan Leffelman and Cynthia Simonsen. A quorum was declared.

Others in Attendance

County Staff: County Administrator David Bretl, Deputy County Administrator-Finance Nicki Andersen; Accountant Todd Paprocki

Members of the public: Transportation Consultant David Lowe and Eric Russow

On motion by Citizen Member Hallatt, seconded by Supervisor Monroe, the agenda was approved by voice vote.

On motion by Citizen Member Grant, seconded by Citizen Member Leffelman, the June 1, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- Discussion and possible action to authorize VIP Services, Inc. to apply for a 5310 grant. The County's Transportation Consultant David Lowe said 5310 grant funds are for replacement vehicles used in providing service for the County under the current contract. VIP Services, Inc. would own the vehicles, with the Department of Transportation as lienholder. Although the County would have no ownership interest in the vehicles, the program rules require the Transportation Coordinating Committee (TCC) to approve the application. **Supervisor Monroe made a motion, seconded by Citizen Member Hallatt, to authorize VIP Services, Inc. to apply for the 5310 grant.** Citizen Member Simonsen of VIP Services expressed concern that she couldn't locate the section in the grant application for TCC approval, nor what level of authorization or format is required. She added they have to advertise and the application is due August 28, 2015, before the next TCC meeting. **Supervisor Monroe moved to amend his motion, seconded by Citizen Member Hallatt, to authorize County Board Chair Russell to sign any documents required by the grant to support specific vehicles or funding requests. The motion carried 9-0.** Citizen Member Grant asked for clarification on the grant funding and responsibility for the vehicles. Lowe said the State pays 80%, and VIP Services pays 20%. If the County were to discontinue the contract with VIP, the vehicles could be leased by the County or sold back to the State.

- Discussion and possible action regarding utilization of 85.21 grant – David Lowe
Lowe reported year-to-date expenditures are less than the funding, and summer ridership is typically less than in the colder months. The 85.21 grant allows service to the general public (non-elderly and non-disabled) as long as the service is designed primarily to serve the elderly and persons with disabilities, and provided no elderly or disabled person is displaced by service to a member of the general public. Walworth County could expand service for in-county trips to individuals who are neither part of the current targeted population nor clients of Health and Human Services. Chair Russell said the primary purpose of forming the TCC was to promote and provide elderly and disabled transportation within the County. She suggested using 85.21 funds to advertise services and outreach to our elderly/disabled

residents and expressed concern about combining funding for Health and Human Services clients. Lowe added that the transportation figures have decreased because over the last 30 years, more elderly people continue to drive and remain self-sufficient. When the programs started, there was a large segment of individuals who had never driven, and the average age of those needing services was lower. Citizen Member Grant agreed with Chair Russell, saying the trend now is to help people to remain in their own homes, and a large number of them are unaware the services are available. Lori Muzatko, Division Manager-Aging/Long Term Care and Resource Support, said marketing is an allowable use of 85.21 funds, and agreed that promoting services is a high priority. She suggested interviewing consumers utilizing the transportation and publishing their stories. Citizen Member Hallatt suggested providing information to churches, senior groups, the County Fair, etc. Citizen Member Leffelman said when Aurora discharges a patient, they provide him/her with a Senior Resource booklet, and the transportation service could be included in the booklet. Supervisor Monroe suggested putting the information on Walworth County town, village and city websites.

Vice Chair Kerwin said committee consensus seems to be that all agree ultimately to make services available to the general public, but also to ensure reaching the maximum number of elderly and disabled individuals and expanding services to them. If the Committee wants to concentrate on the target population for the immediate future, he asked what the Committee feels should be the next step.

Kerwin asked Lowe if he had opportunity to survey current riders, and Lowe responded he hadn't had a chance to do the ride-along, but from his general observations, many people mistakenly believe they have to be a client of HHS to be eligible for transportation services. Russell feels there is still a stigma that the transportation service is only for low income individuals, and suggested attempting to change that mindset when promoting the service. Lowe said there is a need to move toward a smaller, more "agile" fleet.

Lowe said 85.21 funds could be used for advertising, which would help spend down the grant before the end of the year. Unused 2015 funds could be put into a trust account to use next year, but he advised not carrying over too much because it could indicate to the State that the County isn't reaching its target market.

Accountant Todd Paprocki said he emailed the State and it appears the County could use 85.21 grant funds for HHS client transport under 85.21; however, he is waiting for written confirmation. Citizen Member Simonsen said if services such as transportation for group sessions could be included under 85.21, it would save county money, as tax levy funds wouldn't be expended. Paprocki said his only concern is spending down as much of the grant funds as possible.

Chair Russell stated she wants the funds used for promotion and outreach. County Administrator Bretl said the results from advertising wouldn't be realized right away, and in November, there still could be a surplus of funds. He said the Committee established a goal to expand services, and the major question now is setting a timeframe on expanding services to seniors and disabled persons. Lowe said general trip purposes (i.e., trips to the bank, hairdresser, etc.) could be added now, and could increase demand by as much as 10% to fill the gap this year. Hallatt expressed concern about expanding services this year and not being able to continue in the following year. She asked if more specific information could be provided at the next meeting with a proposal setting forth where the spending would be dedicated, and how much would be allocated for each purpose.

Vice Chair Kerwin asked about considering a mobility manager position and how it could be funded. Lowe said there are grants available through a public transit application, or the County could choose to

hire the position independently. He suggested putting funds into the 2016 budget for a mobility manager/transportation coordinator if the County is ready to move ahead with it.

Discussion continued over potential expansion of services and potential utilization of 85.21 funds. Simonsen said VIP Services would need to have time to adjust if there is a change in scheduling and/or data collection.

The Committee directed Mr. Lowe to develop options and cost projections for potential expansion of senior/disabled services and proposed use of 85.21 funds through the end of 2015 for consideration at the August 31 committee meeting.

Chair Russell asked that transportation for residents in assisted living be considered. Vice Chair Kerwin concurred, and will provide a list of assisted living facilities within the County, including information on whether they provide transportation services to their residents, at the August meeting.

- Recommendation regarding reappointment of Susan Leffelman and Andy Kerwin to the Transportation Coordinating Committee for a two year term. Ms. Leffelman and Mr. Kerwin both indicated their willingness to continue serving on the Committee. **Citizen Member Grant made a motion, seconded by Supervisor Monroe, to recommend reappointment of Susan Leffelman and Andrew Kerwin to the Transportation Coordinating Committee for a two year term. The motion carried unanimously.**

Correspondence – There was no correspondence.

Announcements – Chair Russell noted that the time of the Committee meetings needs to be changed in the ADRC newsletter from 1:00 p.m. to 1:30 p.m.

Confirmation of Next Meeting dates: The next regular meeting is Monday, August 31st (September meeting) at 1:30 p.m.

Adjournment

On motion by Vice Chair Kerwin, second by Citizen Member Leffelman, Chair Russell adjourned the meeting at 2:55 p.m.

DRAFT 7/3/15

PLEASANT LAKE PROTECTION AND REHABILITATION DISTRICT
BOARD MEETING
SATURDAY, JUNE 27, 2015, 9:08 AM
LAGRANGE TOWN HALL

MINUTES

Present: Dave Stamm (chair ,2015), Ted Slupik (treas, 2015), Marcia Sahag (sec, 2016), Peter Schuler (2016), Ryan Mertes (2017) by phone, Bob Arnold (County), Don Sukala (Town)

Absent:

Public Attendance: Rick Callaway and Bernie Slupik

1. Approval of Agenda: Motion to approve the Agenda (Don/Bob). Carried unanimously.
2. Aquatic Plant Management Plan Update presentation by Beverly Saunders, Senior Specialist-Biologist, Southeastern Wisconsin Regional Planning Commission (SEWRPC) and discussion: Report is not ready. Beverly will send it to us once it is ready. A meeting will be set up based on that.
3. Approval of prior Board Minutes: Motion to approve the Minutes of 5/2/15 (Peter/Don). Carried unanimously.
4. Treasurers Report: The balances in the People's Bank accounts as of 5/31/15 are:

Checking	\$43,643.33
Money Market	\$36,228.48
Grant Fund	\$ 6,691.29
Total	\$86,563.10

The revised Summary of Activity report was submitted. Motion to approve the Treasurers report (Bob/Peter). Carried unanimously.

5. POA Report: Since there was no quorum, there was no board meeting. The POA is preparing for the annual meeting. They are working on fish stocking. Everyone is encouraged to do clean-up since there was no official clean-up day. There will be an announcement for new board members. Coming events are the boat parade and pre-parade party and annual meeting.
6. Drain project report west of Pleasant Lake Rd: On Friday we were notified that the easements were finalized. Paul Schafer of RA Smith was notified and he will contact the construction company. We don't know when construction would start. Dave will inform the board once he knows. The grant extension until December 31, 2015, was received for SEWRPC benefit. The Walworth County permit extension until September 30, 2015, was received for drain construction.
7. Drain report east of Pleasant Lake Rd (Kessel property): Dave has heard nothing from Kessels since the May board meeting. Dave will inform the board once he hears from them. Paul Schafer gave an estimated cost of staking and surveying the easement of from \$1000.00 to \$1500.00. In the meantime, we did get bids which will be opened next agenda item. Four companies were contacted. Peter and Dave walked the drain site with each of them, and they were asked their opinions on the drain situation. Peter Kessel chose not to accompany them. The companies were Odling, Wanasek, Reesman's and GMS. Wanasek was not interested in the project. Odling did not reply. We have bids from the other two. The Town of LaGrange's position is that it does not have responsibility for maintenance of the drain and if it were to be involved, the Town would recoup the costs from the Pleasant Lake property owners.

8. Opening and recording of bids for drain east of Pleasant Lake Rd and recommendations to District electors: The bids were opened, read and recorded.

Reesman's Excavating & Grading : option 1 (using pipe) \$55,910.00

option 2 (using a swale) \$42,260.00

G.M.S. Excavators : (using a swale) not to exceed \$4800.00

on an hourly equipment charge basis

The board cannot make a recommendation at the annual meeting without prior discussion of the Kessel's proposal which they have not sent us yet. After discussion, Dave will send a letter requesting they have their proposal to us by the third week in July to be discussed at the board meeting on August 1. Having nothing to present at the annual meeting would mean delay of the project possibly for another year.

9. Goose Control report: Nothing to report. Few geese on the lake. The Lauderdale Lakes Lake Management District has done or will do its annual goose round-up.
10. Weed Control Report: Pretreatment survey was done May 22. The DNR pretreatment supervision was done June 2. Treatment was done on June 17. The DNR authorized chemical treatment in the Bay for Eurasian Water Milfoil (EWM) and manual removal of Curly Leaf Pondweed (CLP) along the west shore of the lake north of the boat launch. A permit was needed for the manual plant removal of CLP. Lake and Pond Solutions Co filed the permit application. Treatment was time critical for the CLP and treatment was stipulated done between June 8 and June 19. Dave approved the manual plant removal agreement with Lake and Pond Solutions. Treatment was done on June 17. Chemical treatment in the Bay was successful. Hand pulling the CLP was difficult due to more extensive plant growth than was initially visible and anticipated and the large amount of beneficial plants mixed in. The cost for the manual removal permit was \$65.00. The cost for treatment was \$754.29. There may be another treatment survey done in late summer for possible fall treatment. Motion to approve Lake and Pond Solutions Co. letter of estimate for manual aquatic plant removal of 6/9/15 (Peter/Don). Carried unanimously.
11. By-Laws revision of Section 7 Project approval in keeping with Chapter 33 (33.30) (3) (b): The By-Laws state that the Board can be authorized to spend up to \$5000 for unbudgeted, unanticipated items. Two reasons to increase the amount to \$10,000 are that District expenses are becoming more unpredictable and that it allows the District to function without having to arrange special meetings of the electorate which can be difficult. Motion to recommend to District electors to revise the By-laws Section 7, Project Approval, increasing the amount of \$5000 to \$10,000 and to adopt a resolution authorizing the Board to do so (Peter/Don). Motion carried by a vote of 6 in favor and Ted opposed.
12. Audit Committee report: Phil took Rick's place as chair for the part of the audit reviewing the financial records. One small problem was found. The second part of the report addressed planning considerations for the future for prioritizing District projects and developing the budgets. Direction comes from the Board.
13. Finance Committee report: The Finance Committee did not meet.
14. Discussion of 2016 Budget and recommendations: The treasurer was waiting for financial information for the drain on the Kessel property and did not have a budget proposal. Peter discussed a proposal similar to the one discussed 5/2/15. There was discussion of the need of raising the tax levy for 2016 with possible additional increases in the future to cover the proposed annual expenses of \$30,800. With the major expense items facing the District, the current reserves are being depleted. A gradual tax levy increase is better than one large one and special assessments. Not raising the tax levy endangers any future projects. There was discussion of leaving the tax levy the same \$18,000 for this meeting with a discussion at the annual meeting of increasing the levy the following year. The electors decide at the annual

meeting. Motion to recommend the proposed budget with the tax levy of \$24,000.00 for 2016 to the District electors at the annual meeting with the possibility of amending items (Marcia/Peter). Motion carried with 6 votes in favor and Ted abstaining.

15. Approval of appointment of Election committee members: Motion to approve appointment of Tom Short, Rick Callaway, Ray Hughes and Roy Brodersen to the Election Committee for the 2015 Annual Meeting (Peter/Don). Carried unanimously.
16. Discussion of election of commissioners at annual meeting: Dave is up for election for his term. He is willing to serve again. Ted is up for election for his term. He chooses not to serve another term. Phil Holland has said he is interested in running for Ted's term.
17. Discussion of annual meeting planning: The District meeting will begin at 9:00 AM. The POA meeting will begin immediately following the District meeting. The District Board will meet immediately following the POA meeting mainly to elect officers. Rick and Ryan will handle the registration for the District. Patti Behrens, Barb Stamm and Nancy Meyer are assisting with POA registration and will help where needed.
18. Discussion of letter received by PLPRD from SKKL&D Attorneys at Law (Bay residents' attorney): Board members received copies of the SKKL&D letter of 5/15/15 and Russ Devitt's response of 5/26/15 with the agenda. The letters are submitted into the minutes. See attached. The Town's position that it is not responsible for the drain maintenance on the easements was discussed again. (Ted had to leave)
19. Schedule of meeting dates: Next board meeting is August 1, 2015. Annual Meeting is August 22, 2015.
20. Establishing future agendas: For the August 1 meeting discuss updates on Kessel property, finalize annual meeting agenda and planning and SEWRPC report if it is ready. There may be others added.
21. Adjourn: Motion to adjourn at 11:25 (Bob/Don). Carried unanimously. (Ted left after item 18)

Respectfully submitted,
Marcia Sahag, secretary PLPRD

BOOTH LAKE MANAGEMENT DISTRICT
P.O. BOX 778
EAST TROY, WISCONSIN 53120-0778
REGULAR MEETING OF THE BLMD COMMISSIONERS
June 27, 2015

JUL - 8 2015

Present:

Hank Hubbell, Gary Hegeman, Barry Loveland, Mike Mette, Bob Ricciardi, Stan Muzatko (County Board Rep.), Kathy Tober (Town of Troy Board Rep.).

1. Meeting called to order at 9:00 am.
2. **APPROVAL OF MINUTES**
May 2, 2015 Meeting
Motion for approval of the minutes of the May 2, 2015 meeting by Stan Muzatko, 2nd by Barry Loveland. Motion approved.
3. **TREASURER'S REPORT**
Barry Loveland reviewed the Treasurer's Report (attached). Barry noted that we are expected to close the fiscal year \$300 to \$400 over budget. Motion for approval of the Treasurer's Report by Gary Hegeman, 2nd by Mike Mette. Motion approved.
4. **CHAIRPERSON'S REPORT**
Hank Hubbell reported the treatment of the Eurasian water-milfoil was completed on Monday, June 21, 2015. Hank noted there were problems with the water clarity so the treatment could not be applied to the Eurasian water-milfoil in deep water. Another treatment may have to be scheduled later this summer. Overall, the treatment was applied to about 70% of the identified treatment area.
5. **OLD BUSINESS**
 - a. Lake Habitat – Fisheries Study: Hank Hubbell reported that Aquatic Biologists completed the fisheries study on Wednesday, June 23, 2015. Preliminary results indicate the overall fish population is not in good shape and the fish are stunted. The study found bass, bluegills and two perch, many under expected weight. Carp and a few bullheads were also found. Hank hopes to have the fisheries study report for presentation at the Annual Meeting. Aquatic Biologists feel we need to further improve the lake habitat prior to undertaking any fish stocking.
 - b. FY 2016 BLMD Annual Budget: Barry Loveland presented and the Board discussed the proposed FY 2016 Budget (attached). The proposed budget calls for total expenditures of \$22,040 with a tax levy of \$200. The Commissioners discussed the proposed budget and felt additional funds need to be allocated to Lake Management (up to a total of \$7,500) due to increasing costs related to the treatment of the Eurasian water-milfoil, and to the Lake Habitat Fund (up to a total of \$1,600), particularly in light of the preliminary findings of the fisheries study. Motion by Barry Loveland, 2nd by Bob Ricciardi, to approve presenting a proposed FY 2016 Budget calling for total expenditures of \$24,440 and a property tax levy of \$230 to the membership for approval at the July 19, 2015 Annual Meeting. Motion approved.

c. July 19, 2015 BLMD Annual Meeting Proposed Agenda: Gary Hegeman presented a proposed agenda (attached) for the Annual Meeting. Stan Muzatko presented some information on proposed legislation to establish state-wide shoreline zoning regulations that could be detrimental to Booth Lake, and felt this should be discussed at the Annual Meeting. The agenda was accepted with the following changes noted; add an agenda item for Shoreline Zoning Regulations, delete Aquatic Biologists presentation, and update FY 2016 Budget figures.

6. **NEW BUSINESS**

None.

7. **PUBLIC/COMMISSIONER'S COMMENTS**

None.

8. Motion to adjourn the meeting by Mike Mette, 2nd by Gary Hegeman. Meeting adjourned at 9:50 am.

Respectfully submitted by
Gary Hegeman – BLMD Secretary

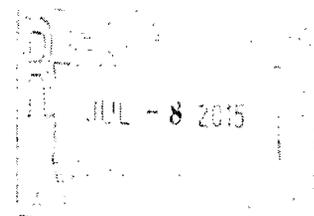
**Booth Lake Management District
Budget Summary Fiscal 2015 - as of 06/25/15**

	As of 06/25/15				
<u>Sources of funding</u>	Actual 2013	Budget 2014	Actual 2014	Budget 2015	Actual 2015
Interest Income	\$ 238.81	\$ 100	\$ 152.99	\$ 120	\$ 89.42
Town of Troy		\$ 500	\$ 500.00	\$ 500	\$ 500.00
Property Tax Levy	\$ 12,804.00	\$ 12,600	\$ 12,979.75	\$ 12,600	\$ 13,569.60
 2013 Budget Surplus(Deficit)		\$ 3,000		\$ (455)	
	\$ 13,043	\$ 16,200	\$ 13,632.74	\$ 12,765	\$ 14,159.02
<u>Expenditures</u>					
Administrative Expense	\$ 232.29	\$ 500	\$ 186.50	\$ 325	\$ 255.04
Education		\$ 100		\$ 100	
Insurance	\$ 2,676.00	\$ 2,700	\$ 2,176.00	\$ 2,200	\$ 2,157.00
Lake Management	\$ 2,570.00	\$ 5,000	\$ 6,142.00	\$ 6,000	\$ 6,020.00
Lake Habitat Fund		\$ 100		\$ 100	
Legal & Professional	\$ 300.00	\$ 2,000	\$ 350.00	\$ 500	
Maintenance and Repair	\$ 436.77	\$ 500	\$ 476.00	\$ 500	\$ 476.00
Septic System Ordinance	\$ 2,866.00	\$ 4,800	\$ 4,756.95	\$ 5,040	\$ 5,305.75
Water Quality Study	\$ 320.00	\$ 500		\$ 500	\$ 160.00
 Total Expenditures	\$ 9,401	\$ 16,200	\$ 14,087.45	\$ 15,265	\$ 14,373.79
 Checking Balance					\$ 12,011.23
CD Balances					\$ 29,376.92
Total					\$ 41,388.15

Notes: Expected approx \$2500 in Lake Management fees before FYE included above

Submitted by Barry Loveland, Treasurer

*in mail meeting
19TR*



5:02 PM
06/25/15
Cash Basis

Booth Lake Management District
Balance Sheet
As of June 25, 2015

	<u>Jun 25, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1003 · First Citizens State Bank Acct	12,011.23
1040 · CD First Citizens Bank #5971	10,013.64
1043 · CD First Citizens Bank #6621	5,117.40
1044 · CD First Citizens Bank #6676	4,082.73
1045 · CD First Citizens Bank #6895	10,163.15
Total Checking/Savings	<u>41,388.15</u>
Total Current Assets	41,388.15
Fixed Assets	
1100 · Capital Equipment-Boat	6,437.18
1101 · Allowance-Depreciation-Boat	-6,437.18
Total Fixed Assets	<u>0.00</u>
TOTAL ASSETS	<u><u>41,388.15</u></u>
LIABILITIES & EQUITY	
Equity	
2200 · Reserve for Legal Expense	28,000.00
3000 · Equity in Assets	7,315.88
3900 · Retained Earnings	3,787.04
Net Income	2,285.23
Total Equity	<u>41,388.15</u>
TOTAL LIABILITIES & EQUITY	<u><u>41,388.15</u></u>

**Booth Lake Management District
Transaction Detail by Account
July 1, 2014 through June 25, 2015**

Cash Basis

Date	Num	Name	Memo	Split	Original Amo...	Balance
1003 · First Citizens State Bank Acct						
07/15/2014	1532	Bio-Aquatic services LLC		5100 · Lake Management	-3,440.00	-3,440.00
08/07/2014	1533	U S Postal Service		5000 · Administrative Expense	-48.00	-3,488.00
08/07/2014	1534	Otto Jacobs Company		5600 · Septic System Ordinan...	-3,603.25	-7,091.25
08/26/2014			Deposit	4200 · Tax Levy	686.00	-6,405.25
09/08/2014	1535	Gerald Hegeman		5000 · Administrative Expense	-64.54	-6,469.79
09/08/2014	1536	Otto Jacobs Company		5600 · Septic System Ordinan...	-472.00	-6,941.79
09/22/2014			Deposit	4100 · Interest Income	15.12	-6,926.67
10/14/2014			Deposit	4300 · Town of Troy	500.00	-6,426.67
11/07/2014	1537	Otto Jacobs Company		5600 · Septic System Ordinan...	-1,230.50	-7,657.17
02/20/2015	1538	East Troy Marine		5300 · Maintenance and Repair	-476.00	-8,133.17
02/20/2015	1539	Wisconsin Assoc of Lakes		5000 · Administrative Expense	-142.50	-8,275.67
02/25/2015			Deposit	4200 · Tax Levy	12,883.60	4,607.93
02/25/2015	1540	VOID		5100 · Lake Management	0.00	4,607.93
04/27/2015	1541	the Horton Group		5040 · Insurance	-2,157.00	2,450.93
04/27/2015	1542	Water Environmental Anal...		5110 · Lake Studies	-160.00	2,290.93
06/01/2015	1543	Dept of Natural Resources		5100 · Lake Management	-80.00	2,210.93
Total 1003 · First Citizens State Bank Acct						2,210.93
1043 · CD First Citizens Bank #6621						
02/19/2015		interest	Deposit	4100 · Interest Income	10.13	10.13
Total 1043 · CD First Citizens Bank #6621						10.13
1044 · CD First Citizens Bank #6676						
10/09/2014			Deposit	4100 · Interest Income	7.15	7.15
Total 1044 · CD First Citizens Bank #6676						7.15
1045 · CD First Citizens Bank #6895						
10/10/2014		interest	Deposit	4100 · Interest Income	39.09	39.09
02/19/2015		interest	Deposit	4100 · Interest Income	17.93	57.02
Total 1045 · CD First Citizens Bank #6895						57.02
4100 · Interest Income						
09/22/2014			CD# 3305971	1003 · First Citizens State Ba...	-15.12	-15.12
10/09/2014			CD interest	1044 · CD First Citizens Bank ...	-7.15	-22.27
10/10/2014		interest	Deposit	1045 · CD First Citizens Bank ...	-39.09	-61.36
02/19/2015		interest	Deposit	1045 · CD First Citizens Bank ...	-17.93	-79.29
02/19/2015		interest	Deposit	1043 · CD First Citizens Bank ...	-10.13	-89.42
Total 4100 · Interest Income						-89.42
4200 · Tax Levy						
08/26/2014	1170		August Tax ...	1003 · First Citizens State Ba...	-686.00	-686.00
02/25/2015			Tax Receipt...	1003 · First Citizens State Ba...	-12,883.60	-13,569.60
Total 4200 · Tax Levy						-13,569.60
4300 · Town of Troy						
10/14/2014			annual stipe...	1003 · First Citizens State Ba...	-500.00	-500.00
Total 4300 · Town of Troy						-500.00
5000 · Administrative Expense						
08/07/2014	1533	U S Postal Service	12 mth box r...	1003 · First Citizens State Ba...	48.00	48.00
09/08/2014	1535	Gerald Hegeman	copies of po...	1003 · First Citizens State Ba ...	64.54	112.54
02/20/2015	1539	Wisconsin Assoc of Lakes	2015 dues	1003 · First Citizens State Ba...	142.50	255.04
Total 5000 · Administrative Expense						255.04
5040 · Insurance						
04/27/2015	1541	the Horton Group		1003 · First Citizens State Ba...	2,157.00	2,157.00
Total 5040 · Insurance						2,157.00
5100 · Lake Management						
07/15/2014	1532	Bio-Aquatic services LLC	milfoil treat...	1003 · First Citizens State Ba...	3,440.00	3,440.00
02/25/2015	1540	VOID	VOID	1003 · First Citizens State Ba...	0.00	3,440.00
06/01/2015	1543	Dept of Natural Resources	pesticide pe...	1003 · First Citizens State Ba...	80.00	3,520.00
Total 5100 · Lake Management						3,520.00
5110 · Lake Studies						
04/27/2015	1542	Water Environmental Anal...	old test from...	1003 · First Citizens State Ba...	160.00	160.00

Booth Lake Management District
Transaction Detail by Account
 July 1, 2014 through June 25, 2015

Cash Basis

Date	Num	Name	Memo	Split	Original Amo...	Balance
Total 5110 · Lake Studies						160.00
5300 · Maintenance and Repair						
02/20/2015	1538	East Troy Marine	storage	1003 · First Citizens State Ba...	476.00	476.00
Total 5300 · Maintenance and Repair						476.00
5600 · Septic System Ordinance						
08/07/2014	1534	Otto Jacobs Company	July 2014 p...	1003 · First Citizens State Ba...	3,603.25	3,603.25
09/08/2014	1536	Otto Jacobs Company		1003 · First Citizens State Ba...	472.00	4,075.25
11/07/2014	1537	Otto Jacobs Company	Oct 2014 pu...	1003 · First Citizens State Ba...	1,230.50	5,305.75
Total 5600 · Septic System Ordinance						5,305.75
TOTAL						0.00

**Booth Lake Management District
DRAFT - Budget Summary Fiscal 2016**

Expenditures

Sources of Funding

Administrative Expense	\$	500	Interest Income	\$	120
Education	\$	100	Town of Troy	\$	500
Insurance	\$	2,700	Property Tax Levy	\$	18,000
Lake Management	\$	6,100	Retained Earnings (Savings)	\$	3,635
Lake Habitat Fund	\$	100 <i>1/100</i>	2015 Budget Surplus(Deficit)	\$	(215)
Legal & Professional	\$	2,000			
Maintenance and Repair	\$	500			
Septic System Ordinance	\$	5,040			
Water Quality Study	\$	5,000			
Total Expenditures	\$	22,040	Total Funding	\$	22,040
		<i>21,410</i>			

Notes and Changes from 2015:

Add 5% to Septic as contracted.

Need someone to perform the audit. Barry has Paul's guidelines.

Expect continuous increases in lake management. Continue to grow reserve?

\$5000 for Aquatic Biologists

Budget for 1x treatment fees 3600 + 2500 Hank



WHITEWATER-RICE LAKES MANAGEMENT DISTRICT

P.O. Box 301
Whitewater, WI 53190



MINUTES June 11th, 2015

The June 11th 2015 Whitewater/Rice Lakes Management District board meeting was called to order by chairman Rich Charts at 6:00 PM. Board members present were, Chuck Chamberlain, Ernie Roy, Brad Corson, Larry Brady, and Norm Prusener, Whitewater Town Representative.

Absent - Jerry Grant County Representative

Standing Teams Present – Dave Cleven, Tom Potrykus

Standing Teams Absent – Tom Ganfield

Guest Present: Art Speerbrecher, Jeff Widner

Clerk Present: Susie Speerbrecher

ADMINISTRATIVE

A motion to approve the agenda was made by Larry and seconded by Ernie. Motion Carried

A motion to approve the May 14th 2015 minutes as presented was made by Ernie, seconded by Chuck. Motion Carried..

COMMISSIONER REPORTS

Secretary – Correspondence – Rich received correspondence from Wisconsin Lakes regarding shoreline zoning and discussed whether shoreline zoning rules should be on a state or county level. The board believes local regulations are often more appropriate and applicable than blanket rule and prefers a home rule approach.

Finance – Brad reviewed the May expense handout. Expenses totaled \$5,452.44 Brad motioned to accept these expenses, seconded by Ernie. Motion Carried . Brad continued his report reviewing a cash flow handout showing a breakdown of the transport project and how it is being funded. He reported there are sufficient capital funds for the transport project but he will not be renewing the \$50,000 CD in the capital fund that is maturing June 13, 2015 as those funds will be needed for the transport.

Weed – Larry reported the harvesters have been out. There will be no harvesting in the South Bay June 18th and 19th as another chemical application will be applied. It was suggested to put an announcement on facebook asking property owners to remove swim rafts when harvesters will be coming through. Friday's will continue to be floater pickup day.

Chemical – Ernie reported. 162 acres was applied for spraying, however the DNR gave us permission to spray only 153 acres. Spraying occurred May 23rd. Another application will be applied June 18th in the south lobe. The application will be applied 50' out from piers. It is a topical treatment and will kill plants immediately. The ski team will post chemical treatment signs on Krahn and Chapel Drive properties

Bog – Rich reported he and Art Schmitz will try to take some measurements of the bog by boat and possibly the transport.

Equipment – Chuck reported the following
Ernie and he visited Aquarius on May 20th to look at the new transport. Target date for delivery is June 30th.

Chuck was notified by the DNR that the Town of Whitewater Boat Launch Ordinance regarding the Fees (Section III) was not in compliance with DNR regulations. Property owners cannot be excluded from paying a boat launch fee. Chuck presented a suggested amendment to the Lake Management Board for review and asked Norm Prusener to pass it along to the Town of Whitewater Board for final approval.

Wildlife Management – Dave reported round up will occur the end of the month and he is organized and has many volunteers.

Fish – Tom reported the state will stock 1370 3-4" fingerling Northern Pike in Rice Lake. He discussed the possibility of building a habitat for Walleyes off Isabelle Island. Carp netter, John Heller netted 15 carp, June 2nd on Rice Lake. Tom has met with Fish Biologists, Luke Roffler, Susan Beyler and Scott Stewart who are in charge of netting in the State of Wisconsin. They are in favor of netting carp on both lakes and Tom will meet with John Heller to set up netting plans.

Safety – Larry reported 25 people attended the DNR Boating Safety class. The Patrol Boat has been repaired and will be back on the water beginning June 12th, 2015.

Water Quality – No report

2015 Schedule – No report

Audit - No report

OLD BUSINESS –In Jerry's absence Rich reported no students attended the AIS informational meeting held in May. The program may be delayed until next year due to school year end.

NEW BUSINESS – Rich discussed the summer newsletter and asked articles are in by July 9th, 2015. Susie reported she did not receive any bids by mail and will follow up with the printers this week.

OTHER BUSINESS - None

Next Meeting: July 9th 2015 at 6:00 PM

Rich motioned to adjourn the meeting. Seconded by Ernie Motion Carried. Meeting Adjourned at 8:03 PM.

Respectfully submitted
Susie Speerbrecher, Clerk

Minutes of the 2015 Special Meeting of the Potter's Lake Protection and Rehabilitation District held Saturday, May 2, 2015 at Town Hall, East Troy, Wisconsin.

Present: Commissioners Barry Bonneau, Christine Celley, and Bob Rice

Also Present: 11 Electors and Kathy Aron

Barry started the meeting at 9:00am . Christine reported on the Treasury and not much has changed since most of our bills come during the summer and at the end of the year. She went over the approved budget from the annual meeting and gave an update on the current status of the depository accounts. Currently the district has \$349,127.15 in assets at the bank. The biggest charge year to date is the application to the DNR for lake treatment.

Kathy Aron spoke about plant management. We have had a late spring and it has slowed down the weed growth. Due to weather, the treatments will run a little later this year. She has been out on the lake and some Milfoil has been found but nothing significant as of yet. She will be out on the lake in the next couple of weeks to locate any areas that will need treatment and would look to treat the lake around Memorial Day. The weed growth this year is consistent with past years with weeds in the boat launch area and at the West end of the lake. The DNR is becoming less receptive to larger area treatments and considering them whole lake treatments. A new invasive "Starry Stonewort" has been found in Little Muskego. It looks much like Chara but will totally cover the bottom of a lake. Fish will not spawn and natives will not grow in these areas. You need to treat it when it is low as chemicals will only take the top layer off. You can identify it by the starry bulbs on the top and these are also how the weed spreads. It is suggested that you stay out of the Muskego Lakes with your boat or make sure you thoroughly clean your boat off. Hydrothal is a chemical that can be used to control the problems but the DNR no longer approves it for use. Harvesting will just break these bulbs off and help it to spread. It can also spread by water fowl. Clean Boat Clean Waters and education of boats is going to be key to keeping things from spreading. Bob commented about harvesting and the fragmentation that it causes. Clean Boats Clean Waters is put into place to prevent the spread of invasives by fragmentation but harvesting no matter how careful you are causes fragmentation and the spread of plant life. Kathy said that there are two sides to this as we are aware that plants spread through fragmentation, the DNR does not like chemical treatments and claim they are toxic to the fish. Christine asked if it would be beneficial to campaign to our elected officials. Barry asked about how the district is working with the problem. Their district has mostly new board members but they do have funds available to allot to the project. There some records of success in IN in dealing with Starry Stonewort because of their experience with Hydrilla and their aggressiveness when new invasives come into their lakes. A constituent asked if by going to our elected officials if we would be putting our future treatments at risk? Kathy said that a soft approach would be best. Kathy was at the lakes convention this spring and Starry Stonewort was never mentioned even though it has been in WI lakes for 8months. That's a problem and people need to have information to make choices that will help in preventing the spread of invasives. Barry asked the status of lake grants and the DNR cut backs. Kathy said that lake grants are still being funded but the current budget

that is going through has pulled about \$200,000 from the budget. A comment was made about treating when the plants are first found or when they are smaller. Kathy said that the person who oversees this is different in every area and the person in charge of our lake doesn't like to treat until the plants are larger. A comment was made that if they treated sooner rather than later wouldn't we use less chemical? Kathy stated that would be true but not what the DNR will approve. DNR supervises most treatments and you have to be able to show the growth where treatment is being done.

Christine commented on the harvesting. Elroy will be back next week and will make sure the harvester maintenance is done and everything is working. Dennis will be back this year and there is another person from Camp Lake that we can use if necessary.

Bob commented on Clean Boats Clean Waters. The program will run on Friday, Saturday, and Sunday through out the summer as well as on Memorial Day, July 4th, and Labor Day. The same crew will be there this year with the exception of one new hire. Flares will be sold at the launch again this year and will be available from the Clean Boats Clean Waters crew starting June 19th.

Barry updated the group on the Stone School Rd property that has been a contributor to run off into the lake. The board met with Brian Smetana from Walworth County in the spring and the farmer who farms the triangle property has agreed to plant hay in the field this year. This should help to eliminate some of the nutrients from the runoff of the field above. The board agreed to subsidize this change and the estimated cost to us is about \$1,000 for this year. Kathy Aron commented that this is a good thing for the lake because it is far less expensive to keep the runoff out of the lake than it is to treat the lake once it's in the lake. Christine commented about our watershed and is aware of other lakes that have been successful in taxing surrounding properties in order to pay for treatments or projects. Kathy warned that when you add areas to your district that the people off the lake don't always have the same buy in as those who own lake front. Dale Marciniak asked if the county would be willing to work with the district on the easement strips down the side of the road to lessen the run off. Kathy commented that the strips may help but would probably be too narrow to do an effective job. The farmer can also put in grass strips in the field on the other side. Christine asked if there was any evidence on what we can expect as far as how much water and soil this will defer. Kathy stated that the lot with hay will help but it is too small to do the job by itself. There is no cost sharing from the county on this and in order to get cost sharing what would be required from the lake would cost us more than just funding the project by ourselves. Bob suggested instead of negotiating with the farmer who is renting the land why don't we go to the land owner and get a long term rental agreement until he sells the property and allow the farmer to come in and cut the hay. This would be more of a long term solutions than renegotiating every year with the farmer and we could control what is being planted on the land. Kathy said that there are three owners involved in the triangle property and they have had a relationship with the current farmer and it would be best if we were going to talk with them to let Brian Smetana work with us on it. A motion was made from the floor to move forward to spend the estimated \$1,000 to have hay planted on the triangle property and to explore more options for the land on the other side of Stone School Rd and report back with any costs involved. The motion was approved by all those in attendance.

We do have permits for a Goose round up again. Contaminate testing would be required this year and the cost of the round up would range between \$2,500 and \$5,000 depending on the number of geese. Testing is done because the large geese are used in food pantries and the smaller ones are used for animal food. They would

need to know by June 1st if we are going to do the round up. Not many geese have been seen on the lake this year. Bob commented that there are permits in the back to sign so that we could enter onto your property to collect the geese if needed.

Karen Hanson presented to the group the idea of the block party for all the home owners on the lake. The date was set for August 1st with a fishing contest at the boat launch, kids games, DJ, raffle, and food. The location will be on the district property off of L where the harvester is kept because of insurance issues with hosting on the Shorewood location. The board stated that alcohol would not be promoted at the event. This would be a way to bring residences together in a fun environment. A motion was made to move forward with the event and that it would be held on district property. Motion was approved by all. Karen said that all money made from the raffle would be given back to the association for improvements for the lake. Bob suggested that instead of the money going back to the district that the funds should go back to the family's on Shorewood that provide the fireworks to help with next years show. Notification for the party would be sent by email and hand delivered to those who don't have emails.

4th of July boat parade was discussed and several themes were suggested from Hawaiian to pirates, 50's--60's, and Christmas in July. It was voted on and decided that Christmas in July will be the theme for this years parade. The parade will start at the boat launch at 7pm with no rain date and flares will be light at dusk. Flares will be available for sale from the Clean Boats Clean Waters crew the 2 weekends prior to the 4th.

Dale Marciniak asked about stocking of fish for the lake. Barry commented that we are currently scheduled for stocking this year or next. Stocking is usually done in the fall. Depending on funding from the DNR we may want to set funds aside so that the district can stock in the event the DNR doesn't.

A constituent asked about the district tax and the amount of the surplus while still being taxed. She stated that years ago the tax was to help pay for property's that the district acquired and we are still collecting. She suggested that instead of having a surplus that we run our budget the same way a household runs theirs. Christine commented about the expense of dams and treatments and depending on what is needed those could drain the surplus quickly. Barry commented that there are expenses that we can't predict and unless we set money aside there would be no way to fund some of those. He said that we could also look at what the expenses have been for the year and maybe revisit it at the fall meeting. Bob commented that in 2010 the district had \$363,215.65 and in 2014 those amounts were down to \$317,276.17. So the district is spending more than what we are collecting year to year. Funds coming into the district through taxes, interest, and flare sales is \$54,200 and our total approved budget for the year is \$113,000. Barry also commented on what the cost may be if we get Starry Stonewort in our lake and that we need to make sure we can be proactive about it.

The annual meeting is set for September 12, 2015 at 9:00am

There being no further business, on proper Motion, the Special Meeting was adjourned at 10:45am.

Respectfully submitted,
Robert C Rice
Secretary

DRAFT 8/28/14

PLEASANT LAKE PROPERTY OWNERS ASSOCIATION
ANNUAL MEETING
CAMP POTTAWATOMIE HILLS, WENDAT LODGE
N8005 PLEASANT LAKE ROAD, EAST TROY, WI 53120
SATURDAY, AUGUST 23, 2014, 11:00 AM

Board members present: Marcia Sahag (sec 2014), Bernie Slupik (2014), Butch Meyer (2014), Ted Slupik (2015), Richard Hermann (2015), Phil Holland (2016), Petra Stoick (2016)

Board members absent: Peter Schuler (pres 2014), Kevin Smith (vp 2014), Jim Allen (treas 2014)

Phil Holland chairs the meeting at Peter Schuler's request.

1. Welcome comments: Phil welcomed everyone and thanked the board members and outgoing board members Kevin Smith and Butch Meyer for all their work.
2. Approval of Agenda: Motion to approve the Agenda (Richard Mertes/Bert Clabour). Motion carried, none opposed.
3. Approval of Minutes: Motion to approve the Minutes of 6/29/13 (Ray Hughes/Dave Stamm). Motion carried, none opposed.
4. Treasurer's report: In Jim's absence, Marcia gave the report. The accounts have been consolidated into one account at People's Bank in Elkhorn. The balance as of 8/22/14 was \$8531.60. Motion to accept the treasurer's report (Tom Short/Anne Goodwin). Motion carried, none opposed.
5. Board Member Election, 6 positions terms ending 2017: (declared candidates: Peter Schuler-President; Marcia Sahag-Secretary; Jim Allen-Treasurer; and Bernie Slupik): Phil thanked the retiring board members Kevin Smith and Butch Meyer for their help and efforts. Motion to nominate Peter Schuler for President with term ending 2017 (Phil Holland/Tom Short). Motion carried, none opposed. Motion to nominate Marcia Sahag for Secretary with term ending 2017 (Phil Holland/Ray Hughes). Motion carried, one opposed (Rick Callaway). Motion to nominate Phil Holland for Vice President with term ending 2017 (Marcia Sahag/Ray Hughes). Motion carried, none opposed. Motion to nominate Jim Allen for Treasurer with term ending 2017 (Phil Holland/Ray Hughes). Motion carried, none opposed. Motion to nominate Bernie Slupik for Board member with term ending 2017 (Phil Holland/Ray Hughes). Motion carried, none opposed. Motion to nominate Tom Girman for Board member with term ending 2017 (Marcia Sahag/Rick Callaway). Motion carried, none opposed. There were no nominations for the board position vacated by Phil Holland to become vice president. Volunteers may contact Peter Schuler to be appointed to serve until next annual meeting.
6. Committee Reports:
 - a. Safety Signs Postings & Shoreline Cleanup: Butch Meyer reported that the shoreline cleanup was successful with much debris disposed of. He will continue to organize the cleanup as a non-board member, and may organize a fall cleanup this year. The safety signs at the launch are good. A speeder was reported by a property owner and ticketed by the water patrol for \$176.00. "No wake" is posted and even noticed on the launch ramp envelopes. Property owners should be responsible for informing guests of the slow no wake speed limit and maintaining it. The Water Patrol is able to issue citations for violations as long as the boat registration number is reported to them with the complaint. The slow no wake buoy is being confused with the swim buoys because its placement isn't clear. Tom Short volunteered to work with the Town in placing the

buoys and getting new buoys. The Water Patrol acknowledged the receipt of the Pleasant Lake donations over the years. The accumulation of the donations was used to purchase a defibrillator for use on Pleasant Lake. The fire and rescue team has access to it and the patrol boat in case of an emergency on Pleasant Lake.

- b. Fish Management: Butch reported that the fishing is good this year with good size fish including walleye being caught and released. Larger size walleye and perch will be stocked for better survival potential and they will be released from a boat instead of the shore to better disperse the fish. Tom Short reported that the fish crib project was successful last year but that the installation became expensive. The committee is considering an alternative design which would be faster and easier to build and could be installed by hand. They are working on getting the design approved and getting a permit.
 - c. Directory/Website: Updated directories have been given out with dues payment. The directory will be updated annually. The website has been updated.
 - d. Membership/Welcome/Annual Meeting: Be sure to pay your dues. There will be follow-up invoices sent out.
 - e. Water Quality: The lake quality is good. Few zebra mussels perhaps since they cleaned the lake and now have few of their needed nutrients left to survive. They need a current to move them for new food sources and can't survive well on a "still" lake. The secchi disk readings show water clarity. They are done 3 times per year. A reading was done June 16, July 21 when visible to 20 feet and August 19 when visible to 19 feet.
 - f. Community Service Project and Social Planning: The Lighted Boat Parade was successful again with about 12 boats participating plus the shoreline audience. Improvement ideas include (1) a pre-parade party that Phil and Inga Holland will organize. Phil will work with Petra on details; (2) circle the lake twice, once before sunset to better see decorations and again after sunset to appreciate all the lights. Individualized decorating ideas were preferred to having a theme. A project with working with the girl scout camps will be worked on for next year.
7. Approval of Budget: Marcia Sahag explained the proposed budget. It includes an increase of dues by \$5.00 to \$30.00 annually in order to cover the association expenses that are not reimbursed by the District. There is a one-time expense of \$500.00 as a contribution to the grant for District drain improvement on the west side of Pleasant Lake Road. The \$500 is covered from reserves. Motion to increase the dues by \$5.00 to \$30.00 per year in 2015 (Marcia Sahag/Anne Goodwin). Motion carried, none opposed. Motion to approve the proposed budget for 2015 (Phil Holland/Ray Hughes). Motion carried, none opposed.
 8. Schedule of board meetings and planned events: The next scheduled board meeting is November 1, 2014. The schedule for next year is to be determined. It will be posted on the website.
 9. Other business for discussion: The Walworth County clean sweep is October 4 and 5. Flyers are available. Anyone wishing to contribute financially to the program may use one of the available contribution forms.
 10. Motion to adjourn at 11:30 AM (Dave Stamm/Ray Hughes). Motion carried, none opposed.

Respectfully submitted,
Marcia M Sahag, secretary
Pleasant Lake Property Owners Association

BY-LAWS OF THE
PLEASANT LAKE PROTECTION
AND REHABILITATION DISTRICT

In keeping with the resolution of the Walworth County Board that created the Pleasant Lake Protection and Rehabilitation District, the voters of the said Pleasant Lake District do adopt these by-laws. The purpose of these by-laws is to define and regulate the activities of the Lake District, its commissioners and committees.

These by-laws shall at all times be interpreted in a manner consistent with the laws of the State of Wisconsin and Chapter 33 of the Wisconsin Statutes under which the District was created and operates. Sections of the statutes are cited in brackets throughout these by-laws.

Article I – Voters

Section 1 – Residents

Every resident of the District who is eligible to vote in general elections shall be an eligible elector of the District. The most recent Town of LaGrange polling list shall be used as proof of eligibility, or a sworn affidavit signed by the elector at the time of the District meeting.

Section 2 – Non-resident property owners

Every person who is a U.S. citizen and 18 years of age or older who owns title to real property in the District shall be an eligible voter of the District. Joint tenants or tenants-in-common shall elect no more than two of the co-owners who shall represent them and shall each cast one vote. The most recent Town of LaGrange tax roll shall be used as proof of eligibility, or a sworn affidavit signed by the elector at the time of the District meeting. Each spouse of a married couple may cast one vote if one or both of them own real property within the District or are beneficial owners of real property within the District with a maximum of two votes per property. Any corporation, organization, or association that owns real property in the District may appoint one official representative who shall be an eligible voter of the District (Sec.33.01(9)).

Section 3 – Challenges

Any voter may challenge the eligibility of another voter at any annual or special meeting of the District provided such challenge is made prior to the first vote of the meeting. The challenge shall be directed to the secretary as a point-of-information.

Article II – Voting

Section 1 – Multiple Voting

Any voter may cast only one vote on any question called to a vote.

Section 2 – Casting Ballots

Votes for the office of Commissioner shall be cast in person by secret ballot. Other matters need not be by secret ballot unless called for by an eligible voter of the District. For all votes a voter must be present at the meeting at the time the vote is called.

Article III – Annual Meeting and Budget Meeting

Section 1 – Time and Place

The annual meeting and budget meeting of the District shall be held between May 22 and September 8 at a time and place selected by the District Board of Commissioners, hereinafter referred to as the “Board”, unless the date has been set by vote at the previous annual meeting (Sec. 33.30(1) and 65.90(1)).

Section 2 – Notice

A written notice of the annual meeting and budget meeting shall be mailed at least 14 days in advance of the meeting to all property owners whose names appear on the tax role and to all residents whose names appear on the most recent voter registration. A summary of the budget, notice of place where such budget in detail is available for public inspection, notice of time and place of the annual meeting and budget meeting, and names of nominated candidates shall be published twice in a paper of general circulation in the area. The first insertion shall be at least 14 days before the meeting and the second insertion shall be the following week, at least 7 days before the meeting (Sec.33.30(2) and 65.90(3)).

In addition to the meeting agenda and budget proposed by the Board of Commissioners, any qualified voter may place an item on the agenda and in the proposed budget by obtaining the signatures of five qualified voters and submitting the item to the Board at least sixty (60) days prior to the annual meeting. Any such items shall be included in any notice published by the Board.

Section 3 – Nomination Commissioners

The Board shall nominate candidates to fill all vacancies on the Board. If none of the Commissioners, whose terms do not expire, are resident voters, then all of the candidates shall be resident voters. If no resident is willing to be elected for a given term, the residency requirement shall be waived for that Commissioner until the end of that term (Sec. 33.28(2m)(b)).

Section 4 – Eligibility of Commissioners

The annual meeting can elect to the office of commissioner any voter (Sec.33.28(2) and 33.285).

Section 5 – Electing Commissioners

When a commissioner's term of office has expired, his successor shall be elected to a three-year term (Sec. 33.28(2)). If a commissioner leaves office before the expiration of his term, his appointed successor shall serve only for the remainder of the un-expired term (Sec. 33.28 (7)). One of the five elected commissioners must be a resident of the District (Sec. 33.28 (2)). If no resident is willing to be elected for a given term, the residency requirement shall be waived for that Commissioner until the end of that term (Sec. 33.28 (2m)(b)). All elections for the office of commissioner shall be conducted by secret written ballot (Sec. 33.30 (3)(a)). Commissioners shall assume their office immediately following the annual meeting at which they are elected.

Section 6 – Annual Budget and Tax

At the annual meeting and budget meeting, the Board shall present a proposed budget and tax for the coming calendar year. The voters of the District attending the annual meeting or special meeting shall approve the budget and vote the tax as proposed or modify the budget and change the tax accordingly. The property tax levy of the district shall not exceed a rate of 2.5 mills of equalized valuation (Sec. 33.30 (3) and 33.30 (4)).

Section 7 – Project Approval

The annual meeting shall approve or disapprove all proposed projects by the District having a cost to the District in excess of \$5,000 by special vote of the voters. The annual meeting may also authorize the Board, during the succeeding year until the next annual meeting to approve or disapprove projects having a total cost to the District not to exceed \$5,000 for all projects and to enter into contracts accordingly, subject to the limitations provided in the authorizing resolution (Sec. 33.30 (3)).

Section 8 – Other Business

The annual meeting shall take up and consider such other business as comes before it (Sec. 33.30 (4)(b)).

Article IV – Powers of the District

Section 1 – General Powers of a Body Corporate

The District may sue and be sued, make contracts, accept gifts, purchase, lease, devise or otherwise acquire, hold, maintain or dispose of property, disburse money, contract debt, and do any other acts necessary to carry out a program of lake protection and rehabilitation (Sec. 33.22 (1)).

Section 2 – Specific Lake Management Powers

The District may conduct activities as outlined in Chapter 33 of the Wisconsin Statutes.

Article V – District Board of Commissioners

Section 1 – Composition

The affairs of the District shall be managed by the Board of Commissioners which shall consist of seven (7) persons. Five (5) shall be elected as provided in Article III, Section 5 and one each shall be appointed by the County Board and by the Town of LaGrange (Sec. 33.28 (1)(2)).

Section 2 – Open Meetings

The Board shall meet at least quarterly, and at other times on the call of the chairman or the petition of three of the commissioners. (Sec. 33.28 (6)) Meetings shall be open and proper notice given in accordance with legislation governing meeting of public bodies (Sec. 19.81-98).

Section 3 – Quorum and Vacancies

Four (4) commissioners shall constitute a quorum for the transaction of business. A majority of the commissioners plus one shall be present to borrow money. If a vacancy occurs in the membership of the board, the chairperson of the board shall appoint a person to fill the remainder of the unexpired term, subject to approval of the majority vote of the board (Sec. 33.28 (7)(2m)).

Section 4 – Removal for Cause

An elected commissioner may be removed for cause by a majority of the Board. Conviction of a felony, misconduct in public office, failure to execute duties assigned, and missing of two consecutive meetings without being excused by vote of the majority of the Board shall presumptively be grounds for removal for cause. Serious ill health, family deaths or other similar serious and unforeseeable circumstances shall presumptively be excuses for non-attendance.

Section 5 – Function

The Board shall conduct all business of the District not specifically reserved for the voters of the District, and shall carry out the provisions of these by-laws and Chapter 33 of the Wisconsin State Statutes, and shall carry out the mandates of the annual meeting and special meetings called by the District.

Section 6 – Officers

At the first Board meeting, immediately following each annual meeting of the District, the board shall elect a chairman, a secretary, and a treasurer from among its members (Sec. 33.29 (3)).

1. The Chairman, or his/her designate, shall preside at the annual meeting and special meetings, all meetings of the Board and all public hearings held by the Board (Sec. 33.29 (3)(a)).
2. The Secretary shall keep minutes of all meetings of the Board and all hearings held by it, and shall maintain the District's election roll (Sec. 33.29 (3)(b)).
3. The Treasurer shall receive and take charge of all money of the District, and pay out the same only on order of the Board (Sec. 33.29 (3)(c)).

Section 7 – Compensation

The commissioners shall receive no remuneration for their services in office, but a Commissioner shall be paid for actual and necessary expenses incurred while conducting the business of the District (Sec. 33.30 (4)(c)).

Section 8 – Powers and Duties

The Board shall be responsible for:

1. Initiating and coordinating research and surveys for the purpose of gathering data on the lake, related shore lands and the drainage basin (Sec. 33.29 (1)(a)).
2. Planning lake rehabilitation projects (Sec. 33.29 (1)(b)).

3. Contacting and attempting to secure the cooperation of officials of general purpose government in the area for the purpose of enacting ordinances deemed necessary by the Board as furthering the objectives of the District (Sec. 33.29 (1)(c)).
4. Adopting and carrying out lake protection and rehabilitation plans and obtaining necessary permits therefore (Sec. 33.29 (1)(d)).
5. Maintaining liaison with those officials of State government involved in lake protection and rehabilitation, and providing the department with the names and addresses of the current Commissioners (Sec. 33.29 (1)(e)).
6. Controlling the fiscal matters of the District, subject to the powers and directives of the annual meeting. The Board shall annually, at the close of the fiscal year (March 31st) cause an audit to be made of the financial transactions of the District, which shall be submitted to the annual meeting (Sec. 33.29 (2)).

Article VI – Public Biding

Section 1 – Low Bid

All contracts exceeding \$2500 for work or materials shall be let by the Board to the lowest responsible bidder (Sec.33.22 (1)). The manner of soliciting bids and the determination of the responsibility of the bidder shall be at the discretion of the Board. If a bid is accepted which exceeds any other bid by more than 20 percent, the Board must provide a written justification for its action at the next annual meeting.

Section 2 – Security Bond

The Board shall require that every contracting party in contracts in excess of \$5000 give adequate performance and liability security at the time the party submits his bid (Sec. 33.22 (2)).

Section 3 – Conflict of Interest

Any commissioner shall abstain from voting on any matter before the Board in which he, as a private person, or any member of his immediate family (spouse, parent, or child) has a financial interest.

Article VII – Committees

Section 1 – Elections

The chairman shall appoint, subject to approval by a majority vote of the Board members present at the meeting, three voters who are not running for the office of commissioner to serve as the election committee. The committee shall collect and count the ballots at the annual meeting, report the results to the annual meeting, and assist the Secretary in all other aspects of the election.

Section 2 – Auditing

The chairman shall appoint, with Board approval, three voters to serve as the auditing committee. The committee shall examine all financial records of the District and report its conclusions to the annual meeting.

Section 3 – Other Committees

The chairman may appoint, with Board approval, other committees as he deems necessary to further the interests of the District.

Section 4 – Reporting

All committees shall report to the chairman and the Board upon request.

Section 5 – Compensation

Committee members shall receive no remuneration for service to the District. With prior approval from the Board, committee members may submit vouchers for actual and necessary expenses incurred while conducting the business of the District.

Section 6 – Terms of members

All committee members shall serve at the pleasure of the chairman with Board approval.

Article VIII – Miscellaneous Provisions

Section 1 – Special Meetings

Special meetings of the District may be held for the purpose of transacting any lawful business which might be done at the annual meeting. The meeting may be called by the Board or shall be called based upon a written request to the Secretary, signed by a minimum of 10% of the qualified voters of the District. The annual meeting notice requirements under Article III shall be followed and the purpose of the meeting may not be reconsidered at another special meeting prior to the next annual meeting (Sec. 33.305).

Section 2 – Conduct of Meetings

All meetings of the District shall be conducted according to Roberts Revised Rules of Order unless contrary to the requirements of these by-laws. The chairman or his/her designate shall serve as parliamentarian.

Section 3 – Amending By-Laws

These by-laws may be amended at any legal annual meeting of the district. Amendments shall require on a simple majority vote of the voters present and voting at the meeting. Notice of the annual meeting shall clearly indicate the amendment proposed.

Certification

These changes to the by-laws were adopted by vote of _____ yes and 5 no at the annual meeting on this 18 day of June, 2011

Douglas Behrens



Secretary of Pleasant Lake Protection & Rehabilitation District

**PLEASANT LAKE PROTECTION & REHABILITATION DISTRICT
BUDGET FOR THE YEAR ENDED DECEMBER 31, 2016**

	<u>2014 Actual Results</u>	<u>2016 Proposed Budget *</u>
REVENUE		
TOWN OF LAGRANGE - WALWORTH	\$ 17,897.55	\$ 24,000.00
TOWN OF LAGRANGE - LOTTERY CREDIT	102.45	-
TOTAL REVENUE	\$ 18,000.00	\$ 24,000.00
OPERATING EXPENSES		
AQUATIC PLANT MANAGEMENT	-	900.00
CLEAN BOATS CLEAN WATER	-	-
DNR PERMIT FEE	860.71	400.00
GOOSE CONTROL	-	1,000.00
INDEPENDENT NOTICES	335.12	200.00
INSURANCE - DIRECTORS & OFFICERS	2,247.00	2,600.00
LAKE ASSOCIATIONS	50.00	50.00
LAKE DRAIN MAINTENANCE	350.00	3,000.00
LEGAL FEES	1,136.00	6,000.00
OFFICE EXPENSE	1,149.67	850.00
OTHER	-	100.00
PLEASANT LAKE HOMEOWNER'S ASSOCIATION		
FISH STOCKING, CRIB MAINTENANCE, & MGMNT	1,494.00	2,250.00
DIRECTORY	-	250.00
OTHER (SAFETY, ANNUAL MEETING)	-	300.00
WAL CONVENTION & EXPENSES	-	-
WEBSITE MAINTENANCE & DEVELOPMENT	900.00	900.00
WEED CONTROL	4,325.97	12,000.00
TOTAL OPERATING EXPENSES	12,848.47	30,800.00
OPERATING INCOME (DEFICIT)	5,151.53	(6,800.00)
OTHER INCOME (EXPENSE)		
INTEREST INCOME	-	-
OTHER INCOME	-	-
CONTINGENCY	-	(1,500.00)
TOTAL OTHER INCOME (EXPENSE)	-	(1,500.00)
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ 5,151.53	\$ (8,300.00)

* An increase of \$6,000 for the year per vote of District Board of Directors on June 27, 2015 (Vote of 6 to 1)

DRAFT 8/28/14

PLEASANT LAKE PROTECTION & REHABILITATION DISTRICT
ANNUAL MEETING & BUDGET HEARING
CAMP POTTAWATOMIE HILLS, WENDAT LODGE
N8005 PLEASANT LAKE ROAD, EAST TROY, WI 53120
SATURDAY, AUGUST 23, 2014, 9:00 AM

District Commissioners Present: Dave Stamm (chair 2015), Ted Slupik (treas 2015), Marcia Sahag (sec 2016), Pat Kachur (2014), Don Sukala (Town), Bob Arnold (County)

District Commissioner Absent: Peter Schuler (2016)

1. Welcome comments: presented by Dave. New property owners Tom and Barb Girman, PL41; Board of Commissioners introduced and thanked for hard work and dedication; Doug Behrens remembered as a great person and friend and dedicated to the well-being of the lake and all residents.
2. Approval of Agenda: Motion to approve the Agenda (Bert Clabour/Ray Hughes). Motion carried, none opposed.
3. Approval of Minutes: Motion to approve the Minutes of the annual meeting of 6/29/13 (Ray Hughes/Richard Mertes). Motion carried, none opposed.
4. Treasurer's Report: Account balances at People's Bank as of July 31, 2014: checking account \$40,503.53, money market account \$39,747.51, grant fund account \$16,560.34, total funds \$96,811.41. Motion to approve the Treasurer's report (Ray Hughes/Richard Mertes). Motion carried, none opposed.
5. Presentation by RA Smith of Drain Engineering Study, Board recommendation and discussion: Dave explained that this agenda item addresses the lake drain from Pleasant Lake Rd west to the drain inlet on the east shore of Pleasant Lake. Agenda item 7 will address the drain on the east side of Pleasant Lake Rd on the Kessel property. Dave gave a summary of the lake drain history, its ineffective functioning during flooding conditions and the efforts being made to correct the problems. Tim Barbeau, Project Manager for R.A. Smith National, described the existing drain condition, gave a summary of the 4 alternatives to improve the system and described the RA Smith recommended option #3. See the R.A. Smith "Summary of Options..." report dated 4/24/14. Discussion followed. Motion to adopt option #3 as described in the R.A. Smith National summary for lake drain improvement for an estimated cost of \$36,000 (Ryan Mertes/Rick Callaway). Option #3 was read aloud. Discussion followed. Rick Callaway called the question. Vote by hand count done by election committee members. Ayes 33; Nays 11. Motion carried.
6. Board recommendation and discussion of water level gauge installation: Mr. Barbeau explained the water level gauges as described in the R.A. Smith Memo of "Staff Gauge Installation" dated 5/23/14. Discussion followed. Motion to accept R.A. Smith option to attach one water level gauge to the proposed inlet structure as the permanent structure on which to attach a gauge or measurement device (Dave Stamm/Paul Higdon). Motion carried, none opposed. Motion for installation of a second water level gauge on a post or pier, on Slupik's pier, in the Bay (Dave/Rick). Discussion followed. Ted Slupik called the question. Motion carried, none opposed.
7. Discussion of drain on Kessel property east of Pleasant Lake Road: Dave explained the site visit, drain location and break on the Kessel property. The drain pipe goes under Pleasant Lake Road and on an easement about 1200 to 1300 feet east and ends at a marsh east of the Kessel property. The break occurs about half way. After the site visit, the DNR Water Management Specialist recommended proceeding with the drain improvement on the west side of Pleasant Lake Road. The drain on the east side of Pleasant Lake Road is a separate issue. A dye test was done by RA Smith that found that the pipe is clean and flowing up to the break and past that no

water flow was detected. The Kessels have requested the drain on their property be fixed to function as it was first intended. They have contacted an attorney in this matter. The attorney is awaiting our response regarding our intent on fixing the pipe and drain system on the east side of Pleasant Lake Road. We need to decide if our intent is to fix the drain on the Kessel property. Discussion followed regarding the Town of LaGrange being responsible for the drain in the Kessel property per the easement agreement. The topic will be put on the Town of LaGrange agenda for the September Town Board meeting. Motion to authorize the Board to obtain recommendations and costs for repair of the drain on the Kessel property and revisit the issue at the next annual meeting (Butch Meyer/Barb Girman). Motion carried, none opposed.

8. Commissioner Election, 1 position for a 3 year term ending 2017 (declared candidates Pat Kachur and Ryan Mertes): Motion to nominate Pat Kachur (Bernie Slupik/Jan Rynders). Motion to nominate Ryan Mertes (Rick Callaway/Phil Holland). Motion to close the nominations (Rick Callaway/Ray Hughes). Motion carried, none opposed.
Written ballots collected and counted by the election committee of Phil Holland, Tom Short and Ray Hughes. Results: Pat Kachur 17 votes. Ryan Mertes 37 votes.
9. Audit Report: Audit committee members were Petra Stoick, Phil Holland and Rick Callaway. Rick reported that everything appeared in order and the Treasurer is doing a good job. Motion to approve the audit report (Anne Goodwin/Richard Mertes). Motion carried, none opposed.
10. Aquatic Plant Management report: Dave explained we continue to be pro-active with controlling invasive plants. We have a good working relationship with the current provider, Lake & Pond Solutions, who reports the lake is in excellent condition. Marcia explained that the Southeast Wisconsin Regional Planning Commission (SEWRPC) is doing the Aquatic Plant Management Plan Update as part of our grant. The plant survey was completed in August 2013. Preliminary findings are that there appears to be little significant change in the aquatic plant community since the 2007 survey. The update will be completed by June 30, 2015.
11. Goose Control report: Dave explained there are not enough geese on the lake this year to qualify for a Department of Agriculture roundup which requires a minimum of 25 geese. We did a successful round up 5 or 6 years ago. The fact that Lauderdale Lakes does an annual roundup probably helps us. We will continue to get permits to oil eggs. We will monitor the situation and remain proactive.
12. Approval of 2015 budget and tax levy: Ted presented the budget reviewing increased line items. The tax levy is proposed to remain the same \$18,000.00. Increased expenses may lead to an increase in the tax levy in the future. Motion to transfer the \$3675.33 overage amount from the 2013 budget to reserves (Marcia Sahag/Tom Short). Motion carried, none opposed. Motion to approve the proposed Budget and Tax Levy as presented with a tax levy of \$18,000.00, and with using funds from the designated grant fund account to cover the District Grant expenses and with the balance coming from reserves (Marcia Sahag/Dave Stamm). Motion carried, none opposed.
13. Annual resolution authorizing additional project spending up to \$5000.00 if needed: Motion to adopt the resolution authorizing the Pleasant Lake Protection and Rehabilitation District (PLPRD) Board of Commissioners to approve or disapprove additional projects having a total cost to the PLPRD not to exceed \$5000 for all projects and to enter into contracts accordingly (Dave Stamm/Rick Callaway). Motion carried, none opposed.
14. Other Business for discussion: none
15. Motion to adjourn at 10:50 AM (Ray Hughes/Rick Callaway). Motion carried, none opposed.

Respectfully submitted,

Marcia M Sahag, secretary

Pleasant Lake Protection & Rehabilitation District

PLPOA BUDGET	2015	2016 Proposed
REVENUE		
Dues (estimate)	1800.00	1800.00
District Reimbursement	3700.00	3700.00
Contributions		0.00
Reserves	435.00	
Total Revenue	5935.00	5500.00
EXPENSES		
Bank Service Charges	0.00	0.00
Insurance	550.00	550.00
Charitable Contributions		
Chicago Girl Scouts	200.00	200.00
Wisconsin Girl Scouts	200.00	200.00
Water Patrol	200.00	200.00
Fire & Rescue	300.00	300.00
Wisconsin Lakes Association Dues	85.00	90.00
Hosting Meetings	50.00	50.00
Annual Meeting	150.00	210.00
Grant Contribution to District	500.00	
Fish Management: ie stocking, crib related, etc *	2250.00	2250.00
Directory *	250.00	250.00
Website development & maintenance *	900.00	900.00
Other: ie community service project, bird boxes, safety, annual meeting *	300.00	300.00
Total Expenses	5935.00	5500.00
Note: BOLD expenses are reimbursed by the District		