

**LAKE HELEN – Lake Protection & Rehabilitation District**  
**3<sup>rd</sup> 2018 Quarterly Commissioners' Meeting**  
**Saturday June 16 at 3104 E Lake Helen Dr**

The Lake Helen P&R District Commissioners' meeting was called to order at 4:02pm.

Commissioners Present: Glen Bersie, Tyne Hoffman, Robin Novak-Nelson, Bill Pingel,  
Fred Stoeger

Commissioners Absent: None

Guests Present: Cory Nelson and Keith Hoffman

**SELECTION OF OFFICERS:**

➤ **WELCOME**

The group welcomed Tyne to her first meeting.

➤ **OFFICERS**

Fred made a motion to select Bill Pingel as Chairman, Robin as Treasurer, and Tyne as Secretary. Seconded by Glen. After a brief discussion, the motion carried unanimously. Following the vote, Bill lead the rest of the meeting.

➤ **BANK ACCOUNT SIGNERS**

Robin stated that we normally had three people who are authorized to sign checks, with two required to sign each one that is issued. Since Melissa is no longer a Commissioner, we need to add a third from the current group.

Fred made a motion to add Tyne as an authorized check signer. Seconded by Glen. Motion carried unanimously.

**REGULAR REPORTS:**

➤ **MINUTES FROM THE APRIL 28<sup>TH</sup> COMMISSIONERS MEETING**

The group reviewed the minutes from the April 28<sup>th</sup> Commissioners meeting. Glen made a motion to accept them as written. Seconded by Fred. Motion carried unanimously.

➤ **MINUTES FROM THE JUNE 1<sup>ST</sup> COMMISSIONERS MEETING**

The group reviewed the minutes from the June 1<sup>st</sup> Commissioners meeting. Fred made a motion to accept them as written. Seconded by Robin. Motion carried unanimously.

➤ **MINUTES FROM THE ANNUAL MEETING**

Bill walked through a draft version of the Annual Meeting minutes. The group provided input on some names and items that needed correction. Robin made a motion to accept the corrected version. Seconded by Glen. Motion carried unanimously.

Bill asked the group to check it out thoroughly and let him know if any other corrections are needed prior to it being published. **[Follow-up: ALL]**

➤ **TREASURER'S REPORT**

Robin provided the Treasurer's Report. She included a listing of all of the financial transactions that took place since the last meeting. The account balances as of 6/16/18 are:

\$8,451.27 in Savings (Includes \$7235 received from the Town of Alban for the 2017 tax assessment)

\$ 845.24 in Checking

Glen made a motion to accept the Treasurer's report as submitted. Seconded by Fred. Motion carried unanimously.

## **ANNUAL MEETING FOLLOW-UP:**

### ➤ **OVERALL REVIEW**

- The group thought that the meeting went well. For next year, we need to make use of the sound system and have a couple of microphones available.
- One couple came to the meeting and said that they hadn't received the notice in the mail. Bill noted that we need to ensure that we include the vacant property owners in the mailing.

### ➤ **PROPERTY TAX**

Bill stated that he would notify the Portage County Treasurer about the approval to add a ½ mill tax assessment to the 2018 property taxes. He'll copy Robin and Tyne on the message.

**[Follow-up: Bill]**

### ➤ **BOAT LANDING FEES**

The group discussed the suggestions that were made at the Annual Meeting about the boat landing fees.

Fred made a motion to have Glen contact the Portage County Parks Department to find out if we can increase the boat landing fee to \$5, replace the sign and the collection box, and if there are any requirements for the fees. Seconded by Robin. Motion carried unanimously.

If the Parks Dept is ok with our replacing the boating landing sign and collection box, Glen was authorized to move ahead with replacing both.

Glen will work with Tyne to get cost estimates for an additional 'Slow No Wake' sign, and the possible replacement of the Clean Boats Clear Waters sign.

Fred will find out if any of the grants for invasive species cleanup can be used for a new sign.

**[Follow-up: Glen, Tyne, Fred]**

### ➤ **GRANTS**

Fred stated that he will contact Golden Sands to begin the process to apply for a grant that can be used to hire personnel to monitor the boat landing in 2019. **[Follow-up: Fred]**

Bill stated that while he was at the Lakes Convention that he learned about a grant that is available to help update lake management plans. He will check into it.

**[Follow-up: Bill]**

### ➤ **LETTER TO ALBAN TOWNSHIP**

As a follow-up to the motion made at Annual Meeting, Bill was asked to write a letter to the Alban Township Board concerning the replacement of the collapsed culvert. He said he will compose a draft letter to be reviewed by the other Commissioners. **[Follow-up: Bill]**

### ➤ **BOAT LANDING HANDOUT**

Bill distributed a draft copy of a simple handout that reminds boaters about the Slow No Wake times and some of the key Wisconsin boater safety laws. The group suggested a few minor changes.

Robin made a motion to reproduce the 1-page handout as reviewed and have Golden Sands distribute them when they are at the boat landing on June 30<sup>th</sup> and the Labor Day weekend. Seconded by Tyne. Motion carried unanimously.

Fred to have 50 copies printed up prior to June 30<sup>th</sup>. **[Follow-up: Bill and Fred]**

## **OLD BUSINESS:**

### **➤ LAKE MANAGEMENT**

#### ○ BOAT LANDING MONITORING:

Fred stated that Jennifer Fjelsted of Golden Sands monitored the boat landing on one of the Memorial Day weekend days, where she connected with 18 boat owners. She will be at the boat landing on Saturday June 30<sup>th</sup> from noon-4pm and one day during the Labor Day weekend. Her focus is educating boaters about the Clean Boats Clean Waters requirements.

#### ○ EWM REMOVAL

Fred noted that he is working with Amy of Golden Sands to finalize two EWM removal dates. The use of scuba divers to remove EWM from the deep areas is planned for Friday June 22<sup>nd</sup>. Four of the five commissioners said they could help. Friday June 29<sup>th</sup> is tentatively planed for another removal day in the shallower areas where snorkelers are needed.

Fred to reconfirm the dates and times and send out a email to all of the commissioners with the details. **[Follow-up: Fred]**

Robin made a motion to authorize spending up to \$1500 for Golden Sands to assist in the removal of EWM plants via scuba diving and snorkeling. Seconded by Glen. Motion carried unanimously.

The group agreed that LHP&RD will recruit and provide volunteers to help keep the cost down. Once the dates and times are confirmed, Bill will send out an email asking for snorkel volunteers.

**[Follow-up: Bill]**

#### ○ PLANT SURVEY

The plant survey is tentatively set for the end of July. Fred will confirm the date.

## **NEW BUSINESS:**

The group agreed to defer the New Business items to the next meeting.

## **NEXT MEETING**

The group agreed to have the next Commissioners meeting before the Picnic on Saturday August 18<sup>th</sup>. at 9am.

## **ADJOURNEMENT**

Robin made a motion to adjourn the meeting at 5:37pm. Fred seconded. Motion carried unanimously.

Respectfully submitted,  
Tyne Hoffman, Secretary

*Note: "[FOLLOW-UP]" - indicates an action item that needs action. These items may be on the agenda for the next meeting.*