

# DRAFT TO BE APPROVED AT NEXT COMMISSIONERS' MEETING

LAKE HELEN PROTECTION & REHABILITATION DISTRICT  
2023 QUARTERLY COMMISSIONERS' MEETING  
MONDAY, MAY 1, 2023 4:30 PM  
VIA MICROSOFT TEAMS (VIRTUAL)

The Lake Helen P&R District Commissioners' meeting was called to order at 4:20pm

Commissioners Present: Tyne Hoffman, Keith Hoffman, Kara Boghossian, Todd Wierzba, & Glen Bersie

Commissioners Absent: None

Guests: Justin Ehlenbeck, Bill Pingel, & Jeff Rasmussen

## ➤ REGULAR REPORTS

Minutes: Glen made a motion to approve the minutes from March 9, 2023. Kara Seconded. All in favor.

## ➤ TREASURER'S REPORT

Glen reviewed the Treasurer's report actuals and reviewed the proposed budget; May 1, 2023 - April 30, 2024.

Checking \$2,580.59

Savings \$2,767.63

Non-Lapsable Fund \$8,622.89

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All accounts \$13,971.11

- Fish stocking fund \$3,196.57
- A recommended property tax of approximately \$49.30/\$100,00 of property valuation.
- Kara made a motion to increase the invasive species fund \$8,500.00 to \$8,700.00. Todd Seconded. All in favor.
- Tyne made a motion to approve proposed budget. Kara seconded. All in favor.
- Glen made a motion to approve the proposed property tax levy of 2023. Todd Seconded. All in favor.
- Glen will meet with John Reck, Jim Dunsirn, and JD regarding audit.

## ➤ OLD BUSINESS

### **Blue Green Algae Blooms**

- Culvert update: The flowgate installed at the culvert was vandalized by a property owner and millions of gallons of water was allowed to flow into the lake, causing a big set back in the BGA study by allowing nitrates to flow back into the lake. Glen Bersie, Mike Ubl, Ray Oksuita, Keith Hoffman, & Tyne Hoffman worked to slow the flow down by adding sand bags and other things until the flowgate could be fixed. Keith & Tyne donated a sandbag and plastic shims used to tighten up the gaps within the flowgate boards. Town of Alban Chairman, Ray Oksuita went and spoke with the property owner and a warning was given and it was explained that this is DNR permitted. Glen, Cory, Mike, & Ray added "fill" to help stop the flow. More "pond seal" will need to be added into between the boards when the water level goes down.
- Scott Provost requested a water sample to be taken from directly in front of the culvert. Tyne gathered sample and gave it to Tracy Arnold. Tyne also went out and took dissolved oxygen & temperature readings from the lake.

### **Lake Management / Aquatic Plant Management Plans**

- Prior to the meeting, Tracy Arnold updated Keith; The survey has had 45 responses and set to close on May 21, 2023. Post cards with the survey link went out April 29, 2023. Kara and Tracy did a great job putting the survey and Lake Management plans together.

### **New Property Owners**

- Tyne updated that 28 binders have been made and upon counting, realized that since 2016 Lake Helen has 35 new property owners. More binders will need to be purchased.

### **Wisconsin Lakes Convention**

- Glen attended a few conferences; Treasurer & Mussel Monitoring Program. Keith is encouraging all new commissioners to attend at least one, especially the “New Commissioners” conference.

### **Lake Helen By-Laws**

- Glen & Keith, with the help of Bill Pingel, have created a simplified document prior to meeting. Bill reviewed the resolution to eliminate the Lake Helen By-Laws and adopt the Wisconsin Chapter 33 regulations. Bill will publish the information in the Annual Meeting Newsletter.
- New By-Laws will need a 2/3 verbal vote to eliminate the Lake Helen By-Laws.
- Bill reviewed the recommended new operational policy document.
- Glen made a motion to approve the “Resolution to eliminate Lake Helen By-Laws” and add to the Annual Meeting agenda. Kara seconded. All in favor.
- Glen made a motion to approve the new Lake Helen Operational Policy Document, pending the 2/3 vote at the Annual Meeting. Kara seconded. All in favor.

### **Relocation Resignation**

- Keith & Tyne Hoffman will be resigning due to moving out of state. A resignation meeting will follow after the Annual Meeting. Day & Time to be determined.
- A follow-up meeting to appoint Commissioners’ positions to be set. Chairman & Secretary to be voted on and appointees will finish out the term. Project responsibility & delegation will be assigned after the new Commissioner group has been formed.

## ➤ **NEW BUSINESS**

### **Annual Meeting Preparation**

- Tyne will post the meeting notice in the Rosholt Record newspaper and update the 2023 picnic letter.
- Keith will review property owner letter & annual mailers to be sent out to all.
- Keith will review the Annual Meeting notice agenda and prepare a PowerPoint for meeting

### **OTHER NEW BUSINESS**

- Glen will reach out to Mike Ubl regarding projector and sound system for the Annual Meeting.

### **Next Meeting**

- Pre-meeting to Annual Meeting Monday May 29, 2023 9am at the Lake Helen County Park Shelter.

Motion made by Glen to adjourn meeting at 6:07pm. Todd Seconded. All in favor.

Minutes respectfully submitted by Tyne Hoffman