

**Minutes of the 2013 Commissioners Meeting of the Potter's Lake Protection and Rehabilitation District held Saturday, February 23rd, 2013 at Town Hall, East Troy, Wisconsin.**

Present: Commissioners Barry Bonneau, Robert Rice, Christine Celley, Joyce Reed, and Jack Basso

Presenters: Kathy Aron and Paul Celley

**Chairman Bonneau** called the meeting to order at 8:00 am

Commissioners gathered at the town hall to discuss and go over the 2013 Aquatic Plant Management Plan drafted by Kathy Aron. Kathy was present and went over her proposed plan with the group. The importance of native plant life in our lake was stressed as well as trying to control the invasives that are currently in our lake and taking the necessary precautions to protect our lake from new invasives. We have identified problems with Eurasian Watermilfoil as well as Curly-Leaf Pondweed and will continue to chemically treat areas approved and permitted by the DNR and harvest as needed to maintain the lake to best of our abilities. We do have some native plants that are good for our lake (Sago Pondweed, Chara, Nitella, Elodea, and Slender Naiad). The board questioned Kathy about the effectiveness of past chemical treatments and asked if a higher concentration of chemical could be applied to control the invasives. Bottom line is that the DNR will control the concentration of the chemical depending on the size of the area being treated as well as the amount of natural vegetation is in the treatment area. Concentration can not exceed the recommendation on the label of the chemical being used. It was also suggested that we incorporate water quality monitoring for our lake. The USGS out of Madison does this and grant money is available to help fund the cost. This program is estimated to run our district about \$5,000 per year. A motion was made to move forward with contacting USGS and moving forward with the water quality monitoring program. Motion was approved unanimously. Another motion was made to continue working with Marine Bio Chem for the year of 2013 and was approved unanimously. A copy of the 2013 Aquatic Plant Management Plan is available on our web site for download.

Paul Celley submitted a proposal to manage the harvesting program for the district for the summer of 2013. Responsibilities include hiring and overseeing of staff, training, overseeing of maintenance on equipment, and reporting of harvesting operations and disposal of weeds. After questions on the proposal the board agreed to move forward with the proposal submitted. All present commissioners, except for Christine who abstained; voted and approved his proposal.

Respectfully submitted,

Robert C Rice  
Secretary

**Minutes of the 2013 Special Meeting of the Potter's Lake Protection and Rehabilitation District held Saturday, May 4, 2013 at Town Hall, East Troy, Wisconsin.**

Present: Commissioners Barry Bonneau, Christine Celley, Bob Rice, Jack Basso Town of East Troy appointed representative, and Joyce Ketchpaw Walworth County appointed representative.

Also Present: 30 Electors and Kathy Aron

Chairman Bonneau called the meeting to order at 9:00am. and the commissioners introduced themselves.

Christine explained the audit process and asked for a volunteer to help with the audit this spring. A constituent questioned the reserves the lake district has and where it is located. The funds are located at Citizens Bank of Mukwonago and Landmark in CD's, money markets, and the checking account. Questions arose as to why none of it was being invested. Barry explained that it is in banks because of the safe guards and the possible need to access funds when the needs arise.

Kathy Aron, our lake consultant, from Aron and Associates spoke about the condition of our lake. This year we are 6-8 weeks behind schedule due to late ice out and cooler weather patterns. Plant growth has been slow due to weather conditions and most plants are still dormant. Brian Suffren has been out on the lake this year on two occasions and has yet to find any Milfoil or Curley Leaf Pondweed. Kathy is in the process of revising our plant management plan and is going to be sending out the final version to the DNR in the next few weeks so that our chemical and harvesting permits can be issued. Kathy strongly suggested that we pay close attention to the issued permits when harvesting as we are one of the lakes that they will be sampling water quality throughout the year. Barry asked for examples of what they are looking for. Kathy stated that they don't want harvesting in areas with depths of less than 3ft as well as harvesting in areas where the predominate plants are natives. The DNR was out on our lake last year and noted that a large portion of what was on the conveyor were native plants. Bob commented about the amount of shoreline pick up from home owners and how do we control what is picked up from them

. Kathy stated that home owners have a right to clear some of their frontage and that is acceptable but we need to be cautious of where we harvest. The new harvesting permit will be good for 5yrs. The DNR is also allowing large block Milfoil treatments in early spring or late fall. Spring and fall are the best times to treat to reduce the risk of dissolved oxygen levels in the lake. Kathy also suggested that a condition of the harvesting permit may be that the people who run the harvester would be required to attend a training session. Barry and Jack explained to those in attendance that the lake is being proactive and has contracted someone to manage the harvesting operations going forward. We now have a point person who will be responsible for the harvesting crew, cutting patterns, and reporting. Joyce asked what Kathy thought the outlook would be for the year. Kathy commented on the amount of rain we have had this year and all the nutrients in the run off. If the weather conditions stay cool her thoughts are that we should be alright but if we have periods of very hot weather all the added nutrients could fuel the plants and a algae bloom. Home owners should use phosphorous free fertilizer when fertilizing their yards. Kathy encouraged anything that helped to slow down

the runoff before the water enters the lake would help and noted small swales or native plants along the shoreline. Christine noted some of the homeowners who have planted natives on their shoreline and that Audrey Green is happy to assist homeowners with planning. Gerry Lycholet commented on DNR 115 and that Walworth County is more restrictive. He commented that this effect subdividing of lots and also the current shore land zoning is only a 75ft setback from the lake the new zoning will increase to 100ft from the waters edge and will affect some of the properties in Miramar. Impervious ground surfaces are also being monitored. Joyce is going to try and get a synopsis and post it to the website so that all can be informed on changes that may occur. Christine commented on the treasures report and the reserves that we have in the account are due to years with less weeds and no harvesting. On years like we had in 2012 we need a reserve to fall back on because we don't collect enough year to year to cover the entire cost of treatments. The age of our current equipment was also noted. While all of it is still functional it is older and we do run into maintenance expenses during use. Kathy stated that we do have a permit in place this year for a "Goose Round Up" and we should make a decision the first part of June if we are going to participate in the program. The birds are rounded before they get their flight feathers and then are euthanized and used in food pantries or for animals. We should budget about \$5,000 but often times the costs come in less. There is no minimum amount of geese needed to do a round up. Comment was made about treatment and weather conditions. The DNR monitors all treatments and has the final say on what gets treated and the amount of concentration that is used. There was concern about the safety of emails and spamming. Based on current spam all emails sent are blind carbon copied to help prevent future cases. The dredging email that went out is not endorsed by the district and was spammed. Kathy commented on dredging and that it is difficult to get permits and unless you do a large enough area the sediment fills right back in. Kathy reiterated that plants and structure are important for the lake in keeping the algae in check and maintaining the fish population. Our water quality is typical for lakes in this area. A questions arose on at what time do we decide to implement the siphon system.. Each property owner has a different situation on how high water impacts them. We worked with the town to establish an ordinance that when the lake level exceeds 8.8" we enact slow-no-wake. Depending on the weather predictions and how high above that level we reach the siphons are enacted to minimize shoreline damage. Year to year things change, last year we were 3ft low and this year we were about 1ft high. The district try's it's best to maintain the 8.6 to 8.8 lake levels but we are dependant on what nature give us. The ground water from miles around effects our lake levels and it can continue to rise for days after a rain depending on how saturated the ground is. Reference was made to the pier placement down at the launch and the gap between the pier and the launch. Barry reiterated that our district has nothing to do with the launch area and that it is controlled by the DNR. Any complaints or suggestions should be forwarded to them. Barry addressed the email that came from Miramar about our siphoning operations. He referenced an email from the DNR that stated specifically that we would not need approval from the DNR to use the siphon system. Bob commented on the Clean Boats Clean Waters program that the district runs on the weekends and the importance of making sure that you are not transporting weeds or live fish from one lake to another. Christine talked about the lake directory and hopes that we will have it done for the fall meeting. We are looking at printing it out for the home owners and maybe selling some advertisements to help raise money for the district. We will not be doing a carp out this year but will try and get one put together for next year. The 4<sup>th</sup> of July was discussed and a vote was made to make our lake celebrations the day of the 4<sup>th</sup> every year going forward. The vote passed and only one was opposed. The boat parade will start by the boat launch at 7:00pm no one brought forward ideas for themes this year. A motion was made and approved by all for a patriotic theme as it is always appropriate for 4<sup>th</sup> of July celebrations. Flares will be sold at the boat launch again this year from the people working the Clean Boats Clean Waters Program as well as from Karen Winkelman. The

annual meeting will be on September 7<sup>th</sup> with the budget meeting at 9:00am and the annual meeting at 9:30am. We will do a RSVP for the pizza party in order to get a more accurate count for food orders. Barry announced the Clean Sweep program that was going on in Mukwonago so that people could get rid of hazardous waste they may have (chemicals, fluorescent bulbs, mercury thermometers, ect.) One of the constituents shared that the Town of East Troy has a place behind the police station where some items can be disposed of as well. Fish stocking was brought up. We shared that the district did stock Northern 2 years ago. The state is reviewing their stocking plans and at this point we don't know if the DNR will be stocking fish in the lake or not. We do have the option to stock on our own like we did a few years ago as long as our choices for stocking are in line with the DNR recommendations.

There being no further business, on proper Motion, the Special Meeting was adjourned at 10:30am.

Respectfully submitted,

Robert C Rice  
Secretary

## **Minutes of the 2013 Budget Meeting of the Potter's Lake Protection and Rehabilitation District held Saturday, September 7th, 2013 at Town Hall, East Troy, Wisconsin.**

Present: Commissioners Barry Bonneau, Christine Celley, Bob Rice, Joyce Ketchpaw and Jack Basso

Also Present: 20 Electors.

Chairman Bonneau called the Annual Meeting to order at 9:00a.m.

Christine went over the finances of the district explaining the current year to date as well as the proposed budget for 2014. Adjustments were made for next year on interest due to current low rates of return. Payroll numbers were comprised of the maintenance and weed cutting as well as the Clean Boats Clean Waters staff. The payroll was lower this year due to the lack of harvesting that was needed. Christine explained that we use two different banks for our funds so that our money is protected under the FDIC. Looking forward there is not a lot of change in the budget for 2014. Barry went onto explain why we have bigger numbers in the budget than what we spend in some years. The budget is designed so that we are able to deal with things that may come up during the year. Example was last year's payroll and treatments with the weeds as opposed to this year being a good year and having minimal harvesting. Questions were taken from the floor and it was asked why we needed so much in reserves. Christine explained that we are in the good standing we are in because we have collected a small amount each year. If you look at what is spent on a average year we are going into that reserve each year as we spend more than we collect. We do need to keep some reserve in the event something major were to happen (examples were given of the new truck we had to purchase for harvesting, maintenance or replacement of the harvester, reconstruction or repair of the dam if it were to fail) Bob commented on the fact that condo's have association fees in order to maintain them and that the amount that the district collects each year is very nominal for what we are providing. The thought process is that it is easier to collect a little each year so that we may be able to avoid a special assessment in the event of a major financial expense. Barry commented that we used to be able to get grant funds to help us with our lake projects and the availability of those funds are getting limited. A constituent asked about the possibility of co-oping a harvester in order to cost share. The problem was explained that when the need comes up who would get the harvester as many local lakes share the same situations as well as the difficulty in moving the harvester. A constituent asked about collecting fees at the boat launch from people who use the lake. We commented that the DNR maintains the launch and if we were to charge a fee we would have to take over the maintenance of the launch. With the few parking spaces it would be almost impossible to collect enough to cover the cost of maintaining.

**POTTER'S LAKE PROTECTION AND  
REHABILITATION DISTRICT**

7-Sept-13  
9:07am

**DESCRIPTION**

**2014 Proposed Budget**

**Receipts:**

District Tax	12,000.00
Special Tax	42,000.00
Interest on Savings	3,500.00
Grant	0.00
Flare Sales	1,000.00
Transfer from Savings	57,200.00

**TOTAL** 115,700.00

**Expenditures:**

Office, Advertising, Mtgs	1,500.00
Dues and Subscriptions	700.00
Legal	1,500.00
Equipment, Tools & Vehicles	10,000.00
Computer & Web Expenses	2,000.00
Lake Functions	1,000.00
Utilities	500.00
Reserve for Special Projects	10,000.00
Lake Projects	30,000.00
Insurance	5,000.00
Fuel	4,500.00
Maintenance	2,000.00
Payroll Expenses	45,000.00
Misc Expenses	2,000.00

**TOTAL EXPENDITURES** 115,700.00

**9/01/2013 ASSETS:**

**Citizens Bank of Mukwonago**

Checking Account	29,948.59
Money Market	1,053.20
Certificates of Deposit	176,844.54

**Landmark Credit Union**

Certificates of Deposit	104,105.56
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**Total Assets** 311,951.69

## **Minutes of the 2013 Annual Meeting of the Potter's Lake Protection and Rehabilitation District held Saturday, September 7th, 2013 at Town Hall, East Troy, Wisconsin.**

Barry started the annual meeting and gave people the chance to review the printed minutes from the 2012 annual meeting. A motion was made to approve the minutes as printed and was approved. Christine gave the treasures report and went over why we budget the amounts we do. She explained that the budgeted amounts are needed in the event we have to harvest or do lake treatments. In years where we don't have to harvest or chemically treat as often we do not use all of the budgeted funds. Most of the time we use far less than what is budgeted. Christine commented that according to Rich and Elroy our equipment seems to be in good condition. Joyce asked if it were possible to break down the budget further. Christine said she was more than willing to do this but asked that people be reasonable. The district only writes about 60 checks per year and we do an audit that people are welcome to attend. Payroll can be broken out between the Clean Boats Clean Waters program and the harvesting. We can provide a further break down of lake projects for Kathy Aron, harvesting, and siphoning. Bob commented that the further you break down certain line items the more you may be limited. In years when we have to use the siphons because of rainfall if we run over the budgeted line item we would have to call a special meeting in order to approve an increase. If we leave it more general it is less likely to happen. Christine offered to go through the books with anyone who had questions. Next year we can have sub categories for Lake Projects and Payroll.

Kathy Aron was unable to attend due to a family emergency and provided the below summary.

### **Potters Lake Summary - 2013**

This has been a more "normal" summer. Spring and early summer rains kept lake levels up and cool temperatures in early summer kept algae blooms at a minimum. Last fall, a large-scale Eurasian watermilfoil treatment was conducted on Potters Lake, targeting the boat launch bay and the western "flats" area of the lake. That treatment was very successful. Fall treatments have been an effective tool in managing milfoil.

Milfoil was not found in any quantity in Potters Lake until mid-August of 2013. The milfoil in the shoreline areas (the pier zone) and the boat launch bay was treated in August. The lake will be reviewed again in mid-September to see if additional milfoil should be treated. We know from past experience on Potters Lake that keeping the milfoil in check is crucial. Otherwise it grows out of control, making lake use nearly impossible. Also, because of the requirements of some DNR staff, the larger the treatment area, the more conditions are imposed on treatments. Keeping milfoil populations under control will minimize costly treatment permit conditions.

The District may continue to harvest as needed to maintain navigational access for property owners. The harvesting permit is valid until December 2016.

The 2014 chemical permit will need to be applied for in spring, since those are 1-year permits.

Last year, the very high water temperatures led to fish kills around SE Wisconsin. Large Northern Pike were especially susceptible in a number of lakes. Potters Lake had a fish kill this year in early summer. Primarily small panfish were affected. That is usually spawning stress that can occur in fluctuating water temperatures. Fish kills of a single species like what occurred on Potters Lake is usually not a problem for a lake system. The next DNR fisheries survey is scheduled for 2016.

It is also important to make sure boats and trailers coming into Potters Lake are clean of all plant fragments and water from other lakes. This minimizes the spread of other invasive species. Most invasives cannot be removed from a lake once they are there, so prevention is very important.

If homeowner's have specific concerns or comments about the plants and the management of plants, please provide them in writing to your board, so that they can pass the information along to us.

Kathy Aron  
Aron & Associates

Barry asked if there were any questions or comments from Kathy's report. There were no comments. Jack Basso publically thanked the people on the lake who provided the great fireworks this year. Bob talked about the Clean Boats Clean Waters Program and asked that people cooperate with the staff when launching. He also stated that drain plugs need to be removed after boats are taken out. There were several reports from boaters this year that MN was ticketing trailered boats that had plugs in them. Christine reminded people that people born after 1989 need a boater's license. She encouraged people to remind their neighbors to practice safe boating habits. We want to keep our lake safe.

Christine went over her thoughts on what our directory could look like. Safety phone numbers, map of the lake, boating rules, and maybe some advertisement. Barry commented that this is for the use of the residences only and not for solicitation and that is why we want a printed version instead of doing it online.

We talked about the current website and the need to update it. Christine proposed that we look into updating our site after talking with Al who currently does our web maintenance. He thought that to update our site into a current format it would cost about \$3500. This would help us to make changes on our site easier for us. Barry commented that he knows someone who does web work and maybe we could get a comparison quote from a few different people. Bob asked how many of those in attendance used the website. Only 3 people in attendance currently use the site. Bob asked if Al could provide the number of hits that we get on our current site to try and determine the amount of usage. There was conversation about links to the DNR and Walworth County so that it was easier for those using the site to get information on boater's safety, building and zoning, etc. A committee was formed consisting of Barry Bonneau, Christine Celley, and Carol Cole to come up with a design for what the new site will look like, get estimates for cost, and report back to the group at the spring meeting. A motion was made and passed to commit \$5,000 towards the development of the website.

Under public comments Dave Urban suggested that we have fishing regulations at the launch so that the information is on hand when people ask. There was conversation both for and against and it was decided that we would contact the DNR to see if they could post the fishing regulations down at the launch.

Christine reported on behalf of Paul on the weed cutting this year. This year even though we didn't use the equipment much we had it out and ready and made sure that it was all in good working order. Being that we are at the end of the season we discussed when the harvester should be removed and it was decided that we should leave the harvester in for about another 3 weeks till after the fall lake report is done.

Lake levels were discussed and the importance of controlling the level to prevent erosion and floating bogs. Our current trigger point is 8.8 to post slow-no-wake by the current town ordinance. When water levels rise above this level the district implements the siphons to try and regulate the level. The question is when should the commissioners implement the siphon. We were looking for input from the constituents on what level the siphons should be installed at and when they should be removed so that we have some kind of guide. Comments were made that depending on the direction of the wind the sign at the dam could read different levels and is not 100% accurate. Bob commented that the ordinance is in place to close the lake at 8.8 and if we fail to post the signs and there were an accident we could be held liable because we failed to post. Barry went on to explain the size of the dam and due to its limitations to shed enough water in springtime and in periods of heavy rain we use the siphons and are looking for guidance for levels of implementing them. There was further discussion about levels of when to start and stop the siphons and it was left that the commissioners will make the decision based on weather.

Barry went over the districts insurance and explained that our current agent supplied us with a quote for an umbrella policy. Barry explained what umbrella insurance covers and went over the premium for the option they quoted. Barry had called the agent and asked about exposure and other lakes claims activity and why this was recommended. They stated that they had no umbrella claims for lake districts and it was a product that is being offered to us

if we feel the need. There was conversation by the board and those in attendance of our potential risks along with our current coverage. A motion was made to no add umbrella coverage at this time with all in favor and Bob abstained.

Bob's term as a commissioner is up at the end of this year and no one else showed an interest in the position. Bob accepted another term which will run 2014-2016.

A total of six resolutions were reviewed for the year 2014 and approved as presented.

A constituent asked about the follow up from our interviews with other possible consultants. There were two consultants that presented to the board and each had different proposals and ideas for our lake. We had decided to stay with Kathy and Brian as the board thought that this was in the best interest of the lake moving forward. The board does this from time to time to allow us to gather other options for lake management as well as making sure no one takes our business for granted. Barry commented on our meeting with the DNR and how they oversee our lake treatments. Meeting was adjourned at 11:36am