

**Minutes of the 2020 Special Meeting of the Potter's Lake Protection and Rehabilitation District held Sunday February 16th, 2020 at Town Hall, East Troy, Wisconsin.**

Present: Commissioners Christine Celley, Bob Simon, Bob Rice, and Rosemary Badame.

3 constituents from the district attended.

Chairman Christine Celley called the meeting to order at 12:00PM

Bob Simon had prepared a profit and loss statement for the calendar year 2019, provided the checking register from Citizens Bank, and Landmark and Citizens Bank CD updates. He also brought invoices and bills that were matched up to the checks that were written during the course of the year. Board members Christine Celley, Bob Simon, Bob Rice, and Rosemary Badame were present along with constituents Annette Larson and Jan Adams all were part of conducting the audit. Bob Simon went through each bill and check written. The bills and checks were verified by those at the audit and the books were determined to be in good standing. Christine had asked her CPA prior to the audit about the process and we were advised that our audit process is ok. At the end of the audit each person signed their packets verifying that they approved the books as presented. There were questions related to the insurance as to why we needed both employee dishonesty coverage and a Treasurers bond. Bob Rice said that he would check into it and report back. Christine asked those in attendance if there were any questions about the completed audit or what we went over. There were no questions.

Christine brought up the Landmark CD that will be coming due. There is a CD with an available rate of 5% from the Landmark branch in Hartland. This is for a year but may be up to 3 years. It is FDIC insured. Interest rate would be determined at the time our CD comes due. It is a callable CD and rates can fluctuate but the lowest rate they have seen is 2.35% which is more than what we are currently getting.

Christine addressed the email that the board received about a resident wanting to do a waterski show. They asked the board for a \$1500 donation for the show. The lake district does not have involvement in or sponsor activities like this. There is a private Facebook page that the resident can post this on and ask for help if she wanted. Christine told the resident that the proposed park she wanted to use was not district owned property and she would need to check with Miramar subdivision on the use of the proposed park. She would also need to clear it through the Town of East Troy as it would be after slow no wake hours. This is something that the district has no authority or involvement in.

Bob Rice proposed that Dave Urban work with Elroy when he gets back to put together a guide so that there is some sort of manual on what needs to be done for lake maintenance. In the event that Elroy were to quit we would then have a manual on what needs to be done and how to do the general maintenance. Christine said to talk to Elroy and Dave and have them put something together.

Next meeting will be our spring meeting on May 16<sup>th</sup>, 2020.

Jan Adams made a motion to adjourn the meeting, the motion was seconded by Rosemary Badame and the meeting was adjourned at 1:25 PM

Respectfully submitted,

Robert C Rice  
Secretary



## Potter Lake Protection and Rehabilitation District

Spring 2020

In light of the restrictions put in place by the Governor of the State of Wisconsin we are writing to let you know the Spring 2020 Potter Lake Protection and Rehabilitation District Meeting previously scheduled for May 9, 2020, has been cancelled.

I thought this would be a good opportunity to review activities and improvements the PLPRD Board is working on for the Lake District.

### CPCW

Our Clean Boats Clean Waters program will resume starting May 23, 2020. We will provide sanitizer and masks at the launch and encourage social distancing.

### Lake Management

We have contracted with Marine Biochemists for our 2020 Water Management Agreement. They will work with our Lake Specialist performing site surveys, preparing proposals and recommendations for approval by the Wisconsin DNR. Early estimates propose treating 34.2 acres of CLP - Curley Leaf Pondweed (same as in 2019), along with 8 acres of EWM- Eurasian Watermilfoil found late last year (we were prevented from treating in 2019 by DNR). Brian Suffern will complete a site survey and provide his findings for our Spring treatment within the next week or so. Once approved the treatment will be scheduled and notice will be sent to our constituents. Please visit this link for excellent information and pictures of native and invasive plant species. <https://www.mapms.org/resources/plant-id-chart/>

### Safety

We expect the buoys to be installed within the next week to 10 days, in the meantime, please regard boating rules even in the absence of the buoys.

Swimmers and SUP's It is great to see so many of our residents out swimming and enjoying SUP's over the last few years. For your safety, we encourage you to stay in the designated No Wake area during busy summer days. Any swimmer venturing outside the designated No Wake area must be accompanied by a boat.

Please note if you were born after January 1, 1989 and you wish to operate a PWC or motorized boat you need to have completed a boater safety class. You will find information about the online class on our web site. [www.potterslake.org](http://www.potterslake.org)

Last year we received several complaints about excessive volume and inappropriate content from boats with elevated speaker systems. We ask that you use common courtesy to allow everyone to enjoy the lake.

## 2020 Summer Schedule

### Carp Out

Saturday and Sunday June 6 & 7, 2020

(Wisconsin Free Fishing Weekend – no fishing license required)

Weekend Carp-Out will start Friday at Midnight and end at 5:00pm Sunday.

A **\$1 bounty** will be paid for all Carp over 6".

A **\$100 bounty** will be paid for Carp with DNR matching tag numbers. Please visit [www.potterslake.org](http://www.potterslake.org) to view a picture of a tagged fish.

Bounties will stay in effect until December 31, 2020 or until a maximum payout of \$500 is reached.

Bow fisherman need to check-in with Jon Voss at 262-379-0929 before fishing.

Volunteers will be available at the boat launch Saturday and Sunday between 8:00am and 5:00pm.

Turn in the Carp and get your bounty at the boat launch.

If unavailable, please call Jon Voss at 262-379-0929.

### July 4<sup>th</sup> Boat Parade

Saturday, July 4, 2020 7:30pm Assemble in the boat launch bay and circle the lake showing off your decorated vessel! Theme is your choice this year.

### Lighting of the Lake

Saturday, July 4, 2020 9:00pm Flares available from Karen Winkelman 262-492-0928 and at the Boat Launch on weekends starting Memorial Weekend 2020.

### 2020 Annual Meeting

Saturday, September 12, 2020 9:00am East Troy Town Hall

Please visit our web site at [www.potterslake.org](http://www.potterslake.org) for more information about the District.

Wishing you all a great summer – we look forward to seeing you in September.

Sincerely,

Christine Celley  
Chairwomen

# Minutes of the 2020 Budget Meeting of the Potter's Lake Protection and Rehabilitation District held Saturday, September 12th, 2020 at Town Hall, East Troy, Wisconsin.

Present: Commissioners Christine Celley, Bob Simon, Jerry Kozic, Bob Rice, and Rosemary Badame

Also Present: 16 Electors.

Chairman Christine Celley called the Budget Meeting to order at 9:02a.m.

Bob Simon reported to the constituents. The finances this year were typical and very similar to last year. We typically take in a little more than what we are spending so that in years where we have large expenses (whole lake treatments) we have enough to cover. We also need to take into consideration future repairs on equipment and possible work on the dam. The district put some money into a callable CD in order to get a higher return on some of our money. A constituent asked about a CD that will be maturing. Bob and Christine explained that the CD's are staggered in order to give us access at different times if needed. All accounts are insured. Rick Witt made a motion to approve the budget for 2021 as presented. The motion was seconded by Fran Basso. All were in favor and none opposed. Motion was passed. Handout from meeting is below.

## PLPRD 2020 ANNUAL MEETING - SEPTEMBER 12, 2020 - BUDGET ANALYSIS

POTTER LAKE PROTECTION AND REHABILITATION DISTRICT						
ACCOUNT/DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 BUDGET	YTD ACTUAL 8/31/20	EST TOTAL 2020	PROPOSED 2021 BUDGET
<b>Receipts:</b>						
District Tax	\$11,138.67	\$11,312.36	\$11,250.00	\$11,250.00	\$11,300.00	\$11,300.00
Special Tax	\$40,465.56	\$39,452.02	\$42,000.00	\$39,512.18	\$39,700.00	\$39,700.00
Interest on Savings	\$2,818.04	\$5,429.54	\$4,000.00	\$3,283.98	\$5,200.00	\$4,000.00
Grant	\$4,000.00	\$4,000.00	\$4,000.00	\$1,000.00	\$4,000.00	\$4,000.00
Special Events	\$2,176.33	\$1,240.00	\$1,240.00	\$1,290.00	\$1,290.00	\$1,240.00
Transfer from Savings	\$0.00	\$0.00	\$41,578.00	\$0.00	\$0.00	\$44,958.00
<b>TOTAL RECEIPTS</b>	<b>\$60,598.60</b>	<b>\$61,433.92</b>	<b>\$104,068.00</b>	<b>\$56,336.16</b>	<b>\$61,490.00</b>	<b>\$105,198.00</b>
<b>Expenditures:</b>						
Office, Advertising, Meetings	\$1,037.29	\$815.35	\$1,500.00	\$123.25	\$450.00	\$1,500.00
Dues and Subscriptions	\$425.00	\$425.00	\$500.00	\$375.00	\$425.00	\$500.00
Legal	\$0.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00
Equipment, Tools and Vehicles	\$0.00	\$254.99	\$9,999.00	\$23.33	\$0.00	\$9,999.00
Computer and Web Expenses	\$1,014.86	\$396.16	\$2,500.00	\$342.49	\$800.00	\$2,500.00
Lake Functions	\$953.32	\$1,080.00	\$2,100.00	\$870.00	\$1,000.00	\$2,100.00
Utilities	\$500.00	\$198.57	\$525.00	\$249.33	\$425.00	\$525.00
Reserve for Special Projects	\$6,200.00	\$0.00	\$9,999.00	\$0.00	\$0.00	\$9,999.00
Lake Projects	\$19,726.17	\$22,171.00	\$30,000.00	\$15,585.00	\$18,000.00	\$30,000.00
Insurance	\$4,239.00	\$6,529.00	\$4,700.00	\$4,149.00	\$4,148.00	\$4,700.00
Banking	\$40.00	\$40.00	\$70.00	\$351.76	\$360.00	\$250.00
Fuel	\$0.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00
Maintenance	\$1,186.65	\$987.80	\$4,325.00	\$1,206.70	\$2,000.00	\$4,325.00
Payroll Expenses	\$16,674.91	\$12,708.52	\$30,000.00	\$9,541.97	\$11,500.00	\$30,000.00
Payroll Fees	\$0.00	\$942.63	\$0.00	\$537.41	\$850.00	\$850.00
Professional Services	\$0.00	\$525.00	\$0.00	\$0.00	\$0.00	\$600.00
Misc Expenses, Promotional	\$389.00	\$160.27	\$1,000.00	\$123.40	\$250.00	\$500.00
Officer Compensation	\$0.00	\$2,250.00	\$2,250.00	\$0.00	\$2,250.00	\$2,250.00
<b>TOTAL EXPENDITURES</b>	<b>\$52,386.20</b>	<b>\$49,484.29</b>	<b>\$104,068.00</b>	<b>\$33,478.64</b>	<b>\$42,458.00</b>	<b>\$105,198.00</b>
<b>CERTIFICATE OF DEPOSITS</b>						
		<b>CURRENT RATE</b>	<b>CURRENT BALANCE</b>	<b>MATURITY DATE</b>		
Citizens Bank - xxxxxx3527		2.18%	\$64,398.82	1/1/2021		
Citizens Bank - xxxxxx3528		1.19%	\$42,302.34	8/4/2021		
Citizens Bank - xxxxxx3526		2.52%	\$63,749.74	10/1/2020		
LPL Financial		2-5% est	\$111,099.00	TBD		
Citizens Bank Checking Account		0.02%	\$39,738.91			
			\$321,288.81			

Christine does not see any unforeseen expenses for next year. We have been in contact with Kathy Aron and we will probably have another spot treatment next year and harvest as need be. The DNR will probably not approve another whole lake treatment at this time. A constituent asked about payroll and Christine explained that we need to budget for worst case scenario which would include full harvesting. Motion to adjourn budget meeting was made by Rick Witt and seconded by Fran Basso. Budget meeting was adjourned at 9:12am

## **Minutes of the 2020 Annual Meeting of the Potter's Lake Protection and Rehabilitation District held Saturday, September 12th, 2020 at Town Hall, East Troy, Wisconsin.**

Christine Celley called the annual meeting to order at 9:12am. She introduced the current board, Rosemary Badame our Walworth County appointed board member, Jerry Kozik our Town of East Troy appointed board member, Bob Rice Secretary, Bob Simon Treasurer, and Christine Celley our Chairwoman.

Kathy Aron was not able to be present so Christine updated the group from her conversation with Kathy. We had two chemical treatments this summer. We applied for a treatment late summer but were denied by the DNR. We anticipate that there will be treatments again in the spring. Bob Simon commented that when he leaves his pier that he has to back out the weeds in order to go again and asked if that constituted a navigational issue. Bob Rice replied that as long as you can boat through it the DNR does not consider it a navigational problem. He stated that in the summer when the boat launch bay was topped out with weeds, we applied to have the whole launch area treated and were denied the treatment. The DNR came back with approval for just navigational channels. The current growth is Elodea which is considered a native plant and even though it is thick it is still boatable. Christine commented that as a homeowner you are able to clear around your pier to help control the growth. Bob Rice commented that he rakes his lake front every three weeks and it keep the swim area clear.

Christine commented that the DRN plans to upgrade the boat launch this year. Plans include new signs and combining them in the same area. Bob Rice said that he would send out an email once we are notified of the dates.

Christine said that each year we hold an annual audit of our treasury. We use volunteers from our constituency along with the board. We go through each check and bill. There were copies of the minutes from the meeting provided for approval. A motion was made to approve the minutes as presented by Dave Corcoran and seconded by Woody Ritchie.

Bob Rice commented about the Clean Boats Clean Waters. This year we were approved for grant money to help with the costs of the program. We have received funds the past three years and will apply for the grant again for the 2021 season. The workers at the launch do let people know the general rules of the lake and have copies of the rules on hand for those that want them. Bob commented that it is getting more difficult to find people to work on the weekends and one of the workers this year put in hours during the week. Bob Simon asked about parking at the launch. Bob Rice stated that unless there is an empty spot, he doesn't allow additional parking anywhere. He did

state that if someone on Shorewood Dr has a friend or relative, they are allowed to park in the empty lot at the end of Shorewood but do need to put a note in the window of who they are with.

Christine said that people should be using the website for lake information. We keep an archive of all the minutes, budget, and permits. There is also additional information for homeowners. We recently posted information on shoreline lighting. We urge people to be cognizant of others when selecting lighting and times they are on. Christine brought a handout titled Selecting Lakefront Property which is a great resource for those who own lakefront property or are looking to buy lakefront homes. Sand is one thing that people desire but is also detrimental to the lake. Sand is filled with phosphorous which contributes to algae blooms and creates a mucky bottom. Dumping sand in the lake is counterproductive to our chemical treatments and what we are trying to accomplish with the lake. Shoreline plantings are encouraged as they help to filter the runoff water that enters into the lake as well as helping to keep the geese off your yard. The DNR does have people who will help you with plant selection if interested.

Please do not tie off on the buoys. Use an anchor to secure your boat not the buoys. We encourage paddle boards and kayaks to stay inside the slow no wake buoys. This is the safest place for them outside of slow no wake hours. It is the homeowner's responsibility to make sure that their guests know the rules. Anyone born after 1989 needs to have a boater's safety course. Make sure to keep proper distance when around other boats. Bob Rice commented that he has received emails asking if we let people know the rules when they launch. He stated that the majority of the problems stem from those who live on the lake. There is also an increase in zebra muscles this year so please be careful when walking in the lake and taking piers and lifts out this year.

Christine's term is up at the end of the year and nominations were taken from the floor. She encouraged people to come forward to participate. No one expressed an interest in serving on the board. Rick Witt nominated Christine for a second term and Fran Basso seconded his nomination. A vote was taken and all were in favor of Christine serving another term with none opposed.

Bob Rice presented the resolutions which were consistent with years past. Copies of the resolutions were available for those who wanted them. A constituent asked about the special tax and who all contributed to that. Christine explained that it is the owners of lakefront property and Miramar subdivision pays a portion for their access. Fran Basso made a motion to approve the resolutions as presented and the motion was seconded by Woodie Ritchie. All were in favor and none opposed.

Christine commented about updating the directory next year as the current ones will be 3 years old. We will try to sell advertisements again to help with the cost. The spring meeting was set for May 8<sup>th</sup>, 2021. Christine also commented that the board does not have authority over enforcement of lake rules. Please call the police if you see someone violating lake rules as they have enforcement authority.

Annual meeting was adjourned at 9:59am

Respectfully submitted,

Bob Rice  
Secretary