

**Minutes of the 2019 Special Meeting of the Potter's Lake Protection and Rehabilitation District held
Thursday May 30th, 2019 at Town Hall, East Troy, Wisconsin.**

Present: Commissioners Christine Celley, Bob Rice, Jerry Kozik, and 4 constituents from the district were in attendance.

Chairman Christine Celley called the meeting to order at 6:00pm

The purpose of the meeting was to confirm the appointment of a new board member. The board accepted the resignation of the Treasurer Jon Voss. The board sent notice to constituents and had a few people who were interested in helping the board. Two people withdrew because of time commitments and Bob Simon stepped forward. Per our bylaws the chairwoman is responsible for conducting interviews and making a recommendation to the board. Christine asked if Jerry or Bob had any questions. Bob Rice asked Bob Simon what his background was and if he had been on any other boards. Bob Simon replied that he has a master's in business administration and had taken a lot of accounting classes. He feels very comfortable taking over the treasurer position. Bob Rice commented that MaryJo had offered her help if Bob Simon had any questions as she had served as treasurer for the past 3 years. Jerry Kozik asked about board compensation and how Bob should be paid. When Jon Voss left he said that he didn't want any compensation for his time on the board. Bob Rice suggested that Bob Simon should get paid the full amount since he was starting right before the busy season and will do the bulk of the year's work.

Christine asked Bob Simon how they ended up moving to Potter Lake. Bob said that his daughter lives in Milwaukee and their son lives in Chicago and it is a central location between them and wanted to spend quality time with their grandchildren. They moved here from New Jersey two years ago.

Christine made a motion to appoint Bob Simon as our new district board member to complete the term expiring January 2022 at full compensation. Bob Rice seconded the motion. All were in favor and none were opposed.

Christine made a motion to appoint Bob Simon to the Treasurer's position with the term ending January 2022. Jerry Kozik seconded the motion. All were in favor and none were opposed.

Christine stated that Jon had returned all district items and that MaryJo had offered to help with the transition if needed. Bob Rice commented that the books should be reconciled now so that Bob Simon would be starting with a clean slate. Bob also asked where the payroll for Clean Boats Clean Waters should go. Christine said to send everything to MaryJo for now and she would let the board know once Bob Simon would be doing it.

Christine asked Kathy Aron to attend the meeting so that she could assist us with bylaws and open meeting regulations. Christine opened the floor for comments. Bob Rice brought the email that Kathy had sent out about the use of group email. Bob stated that in the past group email had been used to address normal issues as they came up (lake levels, weed harvesting, etc.). According to our bylaws all 3 board members have the same voting authority and decisions should be a consensus of the 3 members. How do we keep everyone involved and make decisions without calling a special meeting every time something comes up if we can't use email? There are things that are discretionary. Kathy stated that this is a tough topic. It comes down to what the discussion is. Is the discussion something that the general populous could, would, or should know about? For one board member to group email with a suggestion it should also include the person who is responsible for that task. Example if there were weeds, Elroy oversees the harvesting and he would make the decision to harvest or not based on his authority for

organizing the harvesting. A discussion between 3 or more board members is an open meeting. If it is not posted then the board could be in trouble. Kathy recommended that we try to find the balance with things, put the decisions in the laps of the people who can make those calls. Tom Purvis questioned if we could propose at the fall meeting to allow the board members to communicate for general business without calling special meetings each time they needed to communicate? Kathy said that this is all evolving as more and more business is being done online. Bob Rice commented that he uses Gmail for our email and doesn't erase any emails. Kathy commented that Bob Rice oversees the CBCW and he has the authority to make decisions for that program. Bob commented that he had sent an email to the board with raise recommendations for two of the employees. Even though he runs the program he doesn't feel that he should have the final say in raising pay rates and that the board should approve his recommendation. Kathy said this could be sent out as an email but to be careful not to ask the board for a vote, instead inform them what your intentions are. If someone has a problem with the recommendation, then a meeting should be called. Christine commented that sometimes an email comes across with a question and she doesn't respond, and others feel there is a disconnect but she is just trying to follow the rules of open meeting. Many of the things that come up in the summer are voted on at our meetings. Example we file permits for harvesting but we still need DNR approval before we can harvest, they have the final say.

Christine commented on the Blake Party and questioned if we handled it right at the spring meeting. They had contacted us a couple weeks before the meeting asking us for \$300 for food. This was not approved on the budget last year, the money we used in the past for that event was given to support the carp-out, and we can't as a district support social events. Bob Rice stated the Blake Party started because of low attendance at our annual picnic and they offered to organize a mid-summer event so that you could meet your neighbors and possibly get together again during the summer. If they could form a committee to organize a district picnic, then it is not a private party and should be acceptable. If they are not willing to do this then the district should remove itself and the district owned location from future use. Kathy Aron commented that there is a distinct difference between a district and an association. If there is a lake resource interest, then it is ok. Christine said that there was a fishing contest tied into it in the past and that is how we fit it in. Should they make a proposal to form a committee for this purpose and vote on it at our annual meeting? Kathy said that something like that would be directed more for a board discussion and could bog down an annual meeting. Bob Rice asked for clarification if it was ok for the district to hold an annual gathering in lieu of the annual pizza party? He thought that the Blake Party was much nicer for building community than the pizza party. Dympna Purvis thought it was a nice idea to host a mid-summer event and call it a Potters Lake picnic. Bob Simon thought that it would also help to build rapport and help to support the district. Bob Rice stated that it was decided at the spring meeting that they would be able to use the location of the storage building but would not be receiving funding from the district. He also said that the board should decide on whether we should promote the event or not. If we are trying to create separation from the event the continued use of our building does not do that. Bob is in favor of supporting the event for the district but not a come one come all event. Christine commented that inviting the people from Miramar was a point of contention in the past. Bob Simon asked if they were considered part of the district. Christine responded that they are not, but they have access to the lake in three different areas. Kathy Aron suggested that when we have our next board meeting prior to our annual meeting that we should talk about supporting a picnic or use of the building and then present it to the district at the annual meeting. Jerry Kozik asked if we had taken out insurance for the event in the past. Christine responded that we had and paid for prizes for the fishing contest, a dumpster, DJ, and porta John. Christine asked Bob to connect with Loreene and Karen so that in the future they communicate their desire to do this so that we are not scrambling before the meeting trying to figure out if we are breaking any rules by doing this. Bob commented that he is not looking to exclude people when talking about the Miramar subdivision but personally he doesn't want it to turn into a come one come all. When you have a block party it is the people on your block and not a city event. We are a district and the purpose of this should be to promote community within our district. If people have friends in town or Elroy and Karen who work with us they are, by all means welcome. Christine said that Karen and Elroy felt that if the Miramar residents were not invited that they should not be there either. Bob said that is not the intent.

Kathy suggested that we should put a line item in our budget for \$500 discretion and approve at our annual meeting so if something comes up the board would already have the approval to help contribute. Christine said that any board member can ask for a board meeting if there is an issue or something that needs to be talked about so that we don't conflict with open meeting laws. The board should really be able to figure out most things at the spring and annual meetings unless something unexpected comes up. Bob commented that he had asked for a board meeting about the dam and never received a response. Christine commented that it was done in group email which would be in violation of open meeting laws. Bob asked what the appropriate way would be to call a meeting. Kathy Aron stated that under chapter 33 it's the chairs roll to call the meetings, or 3 board members can require a meeting to be held. Christine stated that she is open to hold a meeting but with a set agenda so that something can be accomplished or resolved. She wants to make sure that it is a good use of everyone's time and not a free for all. Dympna asked what the issues were on the dam and Bob replied clarifications on levels and the marker. Christine said that we have a person who is monitoring and recording levels of the dam each week. Christine said that there are many variables with the dam, not just the weather but also, we have part-time employees and they need to be available. Kathy stated that there is a decision maker who is responsible for watching the lake levels and if something implodes then the board needs to sit down and discuss what needs to change. Christine said that Elroy is usually down at the dam every day checking on things and he makes the day to day calls for us. Bob commented to Kathy that he felt with the increased presence of the DNR on our lake this year that the siphons should be put away when not in use so that we don't draw attention to them. Kathy said that we don't need to worry about it. The issue they are concerned about is if we cause damage down stream or cause flooding. However, we need to make sure that we don't do anything that would affect the stability of our dam. That is a different part of the DNR and we don't want to deal with structural problems with our dam. Kathy also stated that the siphons also give us a way to deal with the high-water issue which is not good for the lake and creates shoreline erosion. Jerry clarified that when we send emails, we need to be affirmative and don't look for input. Christine said that if further discussion is needed then we can call a meeting. Christine asked if there were anymore questions and no one had any. Christine made a motion to adjourn the meeting Tom Purvis seconded and Jerry Kozik approved. Meeting was adjourned at 6:55pm

Respectfully submitted,

Robert C Rice
Secretary