Chairman Timothy Meekma called the Regular Meeting of the Fox Lake Inland Lake Protection and Rehabilitation District Board of Commissioners to order on March 8, 2018 at 9:00am at the District Town Hall office.

**Roll call:** Present; Timothy Meekma, Cheryl Witkowski, Colleen Crane, and Edwin Benter

Also present: Kip Elliot, Operator; Rob Frank, MCO; Kathleen Rydquist, Clerk-Coordinator; and Michael Cypert, Manager/Coordinator.

**Correspondence:** None.

**Audience participation:** None

Motion by C. Witkowski, second E. Benter, to approve the minutes of February 8, 2018 and the agenda for March 8, 2018. All yes. Motion carried.

Motion by C. Witkowski, second E. Benter to approve the financial statement of February 28, subject to audit. All yes. Motion carried.

**Operators Report: attached**

Kip Elliot reports all five Heat-line wet well heaters have been installed in the Howard Ave grinder stations. No afterhours alarm calls were reported. Bill Schmidt successfully repaired the lateral break on his property. J.F. Ahern installed new Magmeter in lift station #18. Joe, the electrician, is waiting for the ice in the ground to melt so he can run the wires and connect them to the power panel. Once that is complete Energenecs will come to conduct their start-up procedure to complete the job. Terry, Joe, and Kip have all completed their annual Confined Space review and test. The Hazmat Online Annual Report for the FeCl2 chemicals in the District Shed was completed. Kip replaced the sampler suction tube in lift station #6 due to wear. Kip had anoter screw in one of the District truck tires and had it repaired by Streich Motors. All other maintenance for sewer system is up-to-date.

Rob Frank reports a purchase of a Metal Enclosure on behalf of MCO that will be invoiced to the District.

**WCC Report:**

C. Witkowski reports copper metal levels in the plant have gone down. Attorney Bill O’Connor has stated there is no need for a letter concerning this matter at this time.

**Manager/Coordinator Report:**

M. Cypert updated the Board on the current status of the residential Herbicide treatment. M. Cypert will contact Jamie Patton regarding an invitation to give a presentation, possibly joined with Dodge County HSHW and other key lake members i.e. FLPO, LSID, BDID, etc., during the middle or end of June.

**County Report:**

M. Cypert will contact John Bohonek to ask if the county would like to update the District on any important information.

**Town Report:**

E. Benter reports the Town has not yet had their March monthly meeting. The Town approved road surface improvements on Chief Kuno Trail and hired a contractor to complete the job. The Town rehired O’Connor Wells Vander Werff auditing firm. E. Benter will ask the Town about installing channel-marking buoys if the District purchases them.

**Old Business:**

1] Discussion/action re high nitrates in surface/groundwater – M. Cypert will follow-up with Neal about easement with FLCI. Neal’s Six-point plan was proposed in December 2017, and the District does not yet have an easement with FLCI. M. Cypert will contact Robert Bird for an update with a Bioreactor being implemented on Hammer’s farm.

2] Discussion/action re collection system upgrades – Discussed during Operator’s report.

3] Update re website – C. Crane reports the website is live. M. Cypert will announce the website launch via the April Newsletter. M. Cypert will contact C. Crane Monday March 12, 2018 to discuss specific details concerning disseminating this information in the newsletter.

4] Update letter topics to be reviewed by attorney – M. Cypert will contact the Martens via written letter advising the terms of the easement on their property, how their retaining wall violates the terms of our easement concerning the neighboring grinder station, and terms of liability in the event the District has to access that grinder station. M. Cypert will contact Bill O’Connor, the attorney, concerning the strong possibility that Bill and Joan Schmidt will want to pave their driveway with concrete/blacktop, which poses a similar risk concerning access from the District to the sewer system lying below. The City of Fox Lake should also be contacted as their force main also lies beneath their property. M. Cypert will locate and understand the terms of the easements with each of these properties prior to making contact. E. Benter will speak with the Schmidts concerning their future intentions with their driveway.

5] Discussion/action re LSID donation – T. Meekma spoke with Ruth Johnson and Bill Boettge. E. Benter motion, second C. Witkowski, to donate $500 to Dodge County Healthy Soil Healthy Water Committee with an accompanying letter stating larger donation funds will have to be an approved annual budget item as the District is a taxing body that has to consider the local, tax-paying constituents. All yes. Motion carried. M. Cypert will contact Dale Mahale to ask how funding is processed to the HSHW program’s recipients.

6] Discussion re lake weeds – Dawn Haertl and T. Meekma (temporary) will serve on the Weed Advisory Committee. M. Cypert will contact Dave Fetser about working with Kyle White to conduct weed cutting. M. Cypert will contact Neal O’Reilly to schedule Weed Advisory Committee Meeting.

7] Discussion/action to approve application for enrollment in WRS – C. Witkowski motion, second E. Benter, to apply to enroll in WRS. M. Cypert will establish a retirement account for the interim.

8] Discussion Bill Schmidt update – Kip reports the repairs went well. Kip will follow-up with the Schmidts this summer with a camera for further updates.

**New Business**:

1] Discussion/action to approve naming M. Cypert as agent to sign DNR Permits – E. Benter motion, second C. Witkowski, Crane to approve M. Cypert as DNR Agent to sign permits.

2] Discussion/action to attend Lakes Partnership Convention – M. Cypert will register T. Meekma C. Witkowski, and himself to attend the Lakes Partnership Convention.

3] Discussion Manager Vacation – M. Cypert is granted permission to take time off July 2nd-6th, 2018. K. Rydquist is granted permission to use the remainder of her vacation/sick time.

C. Witkowski motion, second E. Benter, to pay the District’s bills. All yes. Motion carried.

Suggestions for the next agenda – Old business topics 1-2,4-6. No New business topics at this time.

The next meeting will be April 12, 2018 at 9:00am.

C. Witkowski motion, second E. Benter, to adjourn. All yes. Motion carried.

Respectfully submitted,

Michael Cypert

Manager/Coordinator