Chairman Timothy Meekma called the Regular Meeting of the Fox Lake Inland Lake Protection and Rehabilitation District Board of Commissioners to order on December 13th, 2018 at 9:00 AM.

**Roll call:**

Present; Timothy Meekma, Colleen Crane, Dale Macheel, Edwin Benter, and Cheryl Witkowski

Also present: Charlie Nelson (FLPO), Lisa Reas (via phone), Josh Britton (Aquatics Engineering), Rob Frank (MCO), Kip Elliot (MCO) and Michael Cypert, Manager/Coordinator.

**Correspondence:**

Paul Roscoe submitted a letter and photographs via USB drive. In order to properly address the many points in the letter, a follow-up meeting will be scheduled for Mr. Roscoe.

**Audience Participation:**

Lisa Reas briefly discussed the DNR grant application process and what the District can do in order to be effective when applying for grants. Specifically, before applying for grants, the District should continually maintain contact with the region’s DNR coordinator, have a well-developed plan for a project in place, and articulate the financial need as it relates to the project. Josh Britton introduced himself to the Board and briefly explained his business and interest in the harvesting bid contract for the summer of 2019. Mr. Britton stated he owns his own harvesting equipment, including a transport barge and several dump trucks that would assist with making the harvesting more efficient.

**Minutes/Agenda/Financial Statement:**

Motion by E. Benter, second C. Witkowski, to approve the minutes of November 8, 2018 and the agenda for December 13, 2018. All yes. Motion carried.

Motion by C. Witkowski, second C. Crane, to approve the Financial Statement for November 30th, subject to audit. All yes. Motion carried.

**Operators Report: attached**

Kip Elliot reports J.F. Ahern upgraded lift stations #3, 7, 15, and 16 with new bypass knife valves that were leaking and also replaced both wafer check valves in LS 3, LS 2 pump 1, and LS 5 pump 1 due to failure and rags. The District truck was serviced and had the seat cover replaced at Streich Motors. Josh from Energenecs replaced a sensor in LS 7 that was faulty. Kip went to MCO in Menasha for training and annual required confined space equipment inspection. The District will be charged $75.00 for the required inspection. Grouping inspections of multiple communities together saves each community approximately 50%. Kip replaced the meter in GS 32 with a good, used meter due to failure. Kip has been adding extra zip ties to some of the grinder statins that have been having floats hanging on the pipes and valves due to lack of room in the wet wells. This helps limit the float movement and seems to be eliminating the problem. There are still problems with LS 5 tripping. Several of its components have been changed to begin the process of elimination. Rob is going to look at it after the District meeting. Kip also reports on the 12/7/2018 manhole #33 incident. Fox Lake was NOT impacted by the incident. A full service report is available through MCO. All other maintenance on the system is up to date.

Concerning the improperly disconnected lateral on L. Bargenquast’s property, the District Board moved to issue a 30-day notice to Mr. Bargenquast advising quarterly billing will resume if the lateral is not properly disconnected from the main line in the manner in which B. Kinas described in the previous month’s meeting. Kip is to photograph the disconnection for documentation purposes.

Concerning the lateral connections at Island Park, Wedges Resort, and similar lateral connection setups, the District Board decided ordinance 410 (the mandate of capping a lateral three feet below grade) does not apply. Motion by C. Witkowski, second C. Crane, for M. Cypert to send a letter to Island Park stating ordinance 410 does not apply to their situation. All yes. Motion carried.

**WCC Report:**

C. Witkowski reports sheer valves are inoperable and will be repaired in March. The new metal roof is in. The City sampler is not working; it and the refrigerator will be replaced. Operator Terry has used his annual hours and will resume work in 2019. No report of Copper issues.

**Manager/Coordinator Report:**

Mike Cypert reports the harvesting bid application has been updated. M. Cypert spoke with Aquatics Engineering about harvesting on Fox Lake. The Aquatic Plant Survey Report is available in the office. M. Cypert met with M. Sorge to discuss Drew Creek sampling. 12 samples annually were suggested – Once a month during non-winter months and three samples during significant rain events. The estimated cost is $6,408.00. M. Sorge also stated a flow meter is likely closer to $3,000 rather than $1,000. M. Cypert met with M. Sorge and D. Braunschweig concerning Howard Drive/WASCB. M. Cypert met with S. Hoekstra on his farm – He has two on his land. The District’s annual audit is complete. N. O’Reilly is meeting with Attorney on 12/13/2018 at 11:30 AM concerning the BCE/FLCI easement. Attorney S. Schmuki should have a drafted easement by the second week of January. An announcement for the February 6th HS/HW Event (Lake portion) will be included w/ January newsletter. A separate mailing of advertising postcards will be sent out to residents who have a mailing address in Dodge County and Found du Lac as an additional reminder in mid-January. M. Cypert attended the Fox Lake Town Board Meeting on Dec 10th. The Town will have engineer survey Howard Drive area and consider installing an additional culvert. The Town will also consider using Slag in conjunction with the culvert to remove phosphorous from storm water draining into the lake.

**County Report:**

D. Macheel reports J. Bohonek’s Wild Creek project sent 200 letters to farmers in its watershed to monitor the creek now with DNR. There are three farmers in non-compliance with the Farmland Preservation Program.

**Town Report:**

E. Benter reports the Town is putting together road work for the spring. The Town is looking into installing an additional culvert on Howard Drive.

**Old business:**

1] Discussion/action High nitrates in surface/groundwater – discussed

2] Discussion/action Harvesting Bids – due date will be January 3rd. Bid applications will be sent to all Wisconsin contractors on the list.

3] Discussion/action BCE/FLCI Farm Update – discussed

4] Discussion/action Fox Lake Watershed cover crop seed program – M. Cypert will contact T. Peirick to verify list of farmers participating in the District’s cover crop program is accurate. C. Crane contacted B. Boettge concerning efforts to reach out to watershed farmers in order to attend the February event.

5] Discussion/action DNR Water Samples – tabled. M. Cypert will meet with L. Reas to discuss.

6] Discussion/action Update on Howard Drive Culverts – discussed

7] Discussion/action lateral connections Island Park and Wedges Resort – M. Cypert will send letter to Island Park.

8] Discussion/action In kind donation (No till drill fund) – HS/HW will instead rely on Custom Operator contracts.

9] Discussion/action Farmer grants to help educate on soil health – M. Cypert will send letters to farmers in the Fox Lake watershed advocating for their attendance and promoting covering the admittance fee.

10] Discussion/action After Memorial Day Farm Tour (similar to Double S) – tabled

**New business:**

1] Discussion/action Lift Station 6/Manhole 33 sewage overflow – discussed

2] Discussion/action District annual audit report – M. Cypert will discuss possibly using a Health Savings Plan with M. Lohr.

3] Discussion use of slag – a meeting with Town, FLPO, District, Todd, and possibly N. O’Reilly will be coordinated.

4] Discussion/action HS/HW Tab District website – C. Crane will contact J. Winter (Dodge County) to put the District’s involvement with the HS/HW Alliance on the County’s website. C. Crane will also add a “HS/HW” tab on the District website.

Motion by D. Macheel, second C. Witkowski, to pay the District’s bills. All yes. Motion carried.

Suggestions for the next agenda – Old business topics 1, 2, 3, 5, 6, 9, 10, New Business topic 3, Fox Lake display for February 6th Event.

The next regular meeting will be January 10th, 2019.

Motion by C. Witkowski, second C. Crane, to adjourn. All yes. Motion carried.

Respectfully submitted,

Michael Cypert, Manager/Coordinator