Chairman Timothy Meekma called the Regular Meeting of the Fox Lake Inland Lake Protection and Rehabilitation District Board of Commissioners to order on June 14th, 2018 at 9:00am at the District Town Hall office.

**Roll call:**

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

Also present: Rob Franck, MCO; Kip Elliot, Operator; Elizabeth Orsay, and Michael Cypert, Manager/Coordinator.

**Correspondence:** None

**Audience Participation:** None

**Minutes/Agenda/Financial Statement:**

Motion by E. Benter, second D. Macheel, to approve the minutes of May 10, 2018 and the agenda for June 14, 2018. All yes. Motion carried.

Motion by E. Benter, second C. Witkowski, to approve the financial statement of May 31, 2018 subject to audit. All yes. Motion carried.

**Operators Report: attached**

Kip Elliot reports 3 after hour alarm calls in the month of May. Chief Kuno Trail had a new blacktop surface applied, and one of the manholes was destroyed in the process. We traded one 8’ riser for two 2’ risers for the repair to Northeast Asphalt. All of the LED strobe lights have been installed on the grinder stations. Kip Received estimates for new truck tires from Fleet Farm, Dairy Land Oil, and Streich Motors. The District truck tire was repaired by Dairy Land Oil due to a nail. C&N Marine repaired the recoil mechanism & bad coil on the District outboard motor. Kip received estimates from PHE Plumbing, Visu-Sewer, and Great Lakes for the repair of the sanitary sewer between manhole #45 & #44. Kip received estimates from Underground Utility Specialties and Great Lakes for manhole repairs. Alliant Energy and Joe (Electrician) installed a new power police & breaker box on grinder station #19 due to the old pole failing. The District had the replacement power pole in stock, and Alliant did not charge for the labor. Energenecs (Jacob) came to replace a start contactor on pump #1 in LS #16 (warranty work). Joe (Electrician) found another short in the float system in LS #5 that was causing the breaker to trip. Kip replaced the vacuum pump on pump #1 in LS #16 with a rebuilt vacuum pump the District had in stock. Kip replaced a start capacitor on pump #1 in LS #15 due to failure. J F Ahern upgraded LS #9 with two new plug valves, one wafer check valve, and two stainless steel guide rails. Manhole riser rings have been installed and are ready for the ditch to be regraded in the DelBern Acres area. Kip Replaced pump motors, pipes, valves, and hardware in GS #3 and #5. Kip sprayed weed killer and weed-wacked around LS. All other maintenance on the system is up-to-date.

Motion by E. Benter, second C. Crane, to hire Great Lakes for the repair of the sanitary sewer between manhole #45 and #44. All yes. Motion carried.

Rob Franck and Kip Elliot will submit reports to M. Cypert, who will submit reports to the District Board of Commissioners. Rob and Kip worked with M. Cypert to complete the CMOM and CMAR. Rob compiled historical info for the CMAR. Rob mad the annual letter for the District’s annual meeting. The last control panel upgrade (for LS #15) will happen in the fall of 2018. Rob presented the annual MCO budget and renewal contract (an increase of approximately 3.1%).

**WCC Report:**

C. Witkowski reports previous issues with one of the nearby basins has been fixed. C. Witkowski also reports metal levels are a little higher. MCO is doing a great job.

**Manager/Coordinator Report:**

Wesley Ray would like to move forward with constructing a bioreactor on the FLCI farms. The next step is to secure funding and provide engineering schematics. Neal is contacting NRCS to help with grant money and engineering services. Neal is contacting grad student to conduct an Aquatic Plant Survey. Postcards were sent as a reminder for the Jamie Patton presentation. I accompanied Sue Graham for evaluation properties to receive herbicide treatment. I sent emails to herbicide treatment recipients who have not picked up their signs.

Brian Suffern is conducting herbicide treatment Monday 6/18. Dave Fetzer is harvesting lake weeds today around noon. Well Water Test Kits are being distributed this week. I will drive samples to Stevens Point on Monday 6/18. Rob, Kip, and I completed the 2017 CMAR Report and the CMOM Report. I Received proposal from MSA for Engineering services. I prepared a preliminary annual budget with rough estimations and a few blank items. I will speak with our bank about receiving credit card payments and opening a savings account for engineering. M. Cypert will email everyone who applied for an herbicide treatment whether they were approved or denied by DNR.

 **Town Report:**

 E. Benter reports the Chief Kuno Trail repairs will be done next week. The Town approved six liquor licenses. The Town is discussing possibly raising the boat launch violation fee to $50.

**County Report:**

The County sold the most trees for their annual tree program in history. The County is continuing with their annual well testing program. The Dodge County UW – Extension Agricultural Agent will likely be vacant in August.

**Old Business:**

 1] Discussion/action re high nitrates in surface/groundwater –the District will have a conference call with Dr. Neal O’Reilly and create a summary report with timeline of events in collaboration with FLPO.

 2] Discussion re lake weeds – Weed Advisory Committee will meet on 5/27.

 3] Discussion Bill Schmidt update – E. Benter will contact the Schmidts and inquire about the manholes on their private road.

 4] Discussion/action Aquatic Plant Survey – Tabled

 5] Discussion/action Runoff Protocol – C. Crane and M. Cypert will create a protocol for runoff events.

**New Business**:

 1] Discussion/action Proposals from VisuSewer, Gully, PHE, Great Lakes – Discussed during Operator’s report.

 2] Discussion/action Reconditioning manholes – tabled (with MCO project list).

 3] Discussion/action 2018 CMAR Resolution contract – The District Board Approved the CMAR by Resolution 18-02. All yes.

 4] Discussion/action MSA engineering services – Motion by C. Witkowski, second E. Benter, to authorize M. Cypert to sign MSA Engineering contract. All yes. Motion carried.

 5] Discussion/action Securing funding for FLCI Farm Bioreactor and future plans - Discussed

 6] Discussion/action Budget committee – C. Crane, T. Meekma, and C. Witkowski will serve on the Budget Committee. The Budget Committee will meet on 5/22.

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

Suggestions for the next agenda – Old business topics 1-5, new business topics 2 (with project list) and 6, MCO Renewal Contract and new District truck tire estimates.

Motion by C. Witkowski, second E. Benter to close the meeting and move into closed executive session according to SS 19.85(1)© considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

 Discussion/action of Manager/Coordinator salary

Motion by C. Witkowski, second E. Benter , Manager/Coordinator probation period comes to an end. Also, M. Cypert will receive a $1/hour raise for the August pay period, and he will again receive a $1/hour raise for the February pay period pending a positive review. All yes. Motion caries.

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

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

Respectfully submitted,

Michael Cypert

Manager/Coordinator