

**GENEVA LAKE ENVIRONMENTAL AGENCY (GLEA)  
WILLIAMS BAY, WISCONSIN  
Board of Director's Meeting in Room 108, Lowrey Hall  
on the campus of George Williams College  
Thursday, January 20, 2022, at 6:30 pm.**

**Minutes**

**Members/ Staff Present:** P. Kenny (Village of Fontana), M.J. Fesenmaier (City of Lake Geneva), J. Lovell (Town of Walworth) L. Lundberg & R. Umans (Village of Williams Bay), J. Schmidt (Director), Aimee Townsend (Admin. Asst.)

**Guest:** Ted Peters, Doug Snyder (Baxter & Woodman), Dick Malmin, Unknown Guest, LG Alderman Tim Dunn.

**Members Absent:** R. Pappas (Village of Fontana), T. O'Neill (City of Lake Geneva), J. Weiss (Town of Linn), B. Whiting (Town of Linn), D. Rasmussen (Attorney)

GLEA Board of Directors Meeting Called to order By Chairman L. Lundberg at 6:30 pm

Roll Call

**General Business:**

Comments from the public.

It was suggested that we conduct the meetings on camera so people can see the meeting without having to come to the meeting. We will check with the GWC to find out about the capabilities of doing it here. P. Kenny will look into equipment he may have for us to use.

1. Approve minutes of the December 9<sup>th</sup>, 2021. **Motion made by: P. Kenny. Seconded by: J. Lovell. CU**
2. Monthly Review Items:
  - a. Action on December 2021 Income Statement. **Motion to approve made by: P. Kenny, Seconded by: R. Umans. CU**
  - b. Action on December 2021 Balance Sheet **Motion to approve made by: R. Umans, Seconded by: J. Lovell. CU**
  - c. Bookkeeper's December Disbursement Report- no comments
  - d. Bookkeeper's ongoing Donation Report- no comments
  - e. Action on Staff Report:
    - Director's report for-December 2021- January 2022. **Motion to approve Staff Reports made by: R. Umans, Seconded by: M.J. Fesenmaier. CU**

**Possible action on the following business.**

**1. Trinke Estates Dredging**

**a) Cost Analysis of dredging for SSW Management VS. Navigation**

D. Snyder of Baxter & Woodman reviewed the cost analysis of dredging. The cost consists of the hours of dredging and the disposal of the spoils. There is an additional 35% that needs to be added for engineering costs.

**b) Dredging Permit update**

Permits are believed to be complete and submitted to the DNR. There are two options, general permit, and individual permit. The permit was filed as an individual permit. The advantage of the

individual permit is it allows you to do the same project over and over under the same permit and it should be transferable if the GLEA does not want to do it, the property owners can. Based on the DNR, we are expecting a response back in 30 days. The permit is good for 5 years.

**c) Funding for Dredging**

Previous board meeting minutes were reviewed regarding the non-approval of drawing up a shared service agreement. Discussion on how invested the municipalities should be vs. Trinke. Trinke is due to dredge their lagoon in the 6 years.

**Motion by M.J. Fesenmaier to send cost analysis showing the 35% increase and a copy of the November 2021 letter from Baxter & Woodman to Trinke and the GLC with a request of commitment by 2/1/2022 to go forward by Labor Day 2022. Seconded by: P. Kenny CU**

**d) Bid Process**

If we get a financial commitment and have the permit, Baxter & Woodman would need 60 days to put together a bid packet. We should not spend any more on engineering until we have a financial commitment.

**e) Baxter & Woodman Invoice**

**Motion by P. Kenny to pay the invoice for the amount of \$2,665.00. Seconded by M.J. Fesenmaier. CU**

**2. Starry Stonewort (SSW)**

A Review of Evaluations and Recommendations of the 2021 Hand Pulling of SSW. T. Peters referenced a previous report that he presented with his findings. DNR permit processing states that if you do not see any improvement and things have gotten worse, they will not permit. We have tried 2 years and things have been getting worse. There is a good chance that the DNR will not permit us for the third year.

Research shows that aggressive removal of this plant can increase and may stimulate it to grow more.

The recommendation is to not hand pull but to monitor the population closely. It was discussed to repeat the survey we did last year. Send down divers with GoPro's to get video and pictures of the SSW. This should be done during its peak growing period in July. **Motion by: J. Lovell to monitor closely, two times with divers vs. R.O.V., no hand pulling. Seconded by: P. Kenny CU**

**3. CD3 Machine**

**a) Update on Shared Service Agreement.**

J. Schmidt shared that The GLC will be having a board meeting on February 5<sup>th</sup>. They will be reviewing the agreement then.

**b) Usage Report.**

Is not completed yet but is close and will be ready for February.

**4. Budget**

**a) Approval for 2022.**

Changes to J. Schmidt SEP- not eligible until October. Aimee's wages and SEP. **Motion to accept 2022 Budget by: P. Kenny. Seconded by R. Umans. CU**

**b) CD Renewal.**

The CD renews on February 23<sup>rd</sup>. **Motion by J. Lovell to roll over CD. Put \$20,00.00 into either a new CD or Money Market account depending on which has the better percent interest. Seconded by P. Kenny. CU**

## 5. Technology Update

### a) New Computers.

J. Schmidt reported that the current computers are from 2008, 2010, 2016. We can no longer update our software, computers are slow, freezing, and crashing. **Motion by P. Kenny to purchase three new computers for \$3,600 Seconded by R. Umans. CU**

### b) Email/Website Update.

Currently using Geneva Online and Gmail for email. GLEA staff is working with a donor to update our website and is hoping to have email capabilities through our updated website. Will be meeting with the donor in the next couple of weeks to discuss our website needs.

### c) Software- Adobe, Zoom, Microsoft 365.

Our Microsoft (Home) expires in February. Looking to get Microsoft 365 Business. It cost \$12.50 a month for each user. Would also get Teams to use for meetings. Adobe was discussed but the Board agreed that the free adobe is sufficient.

### d) New Copier.

The current copier is a 2012 model that was purchased in 2014. It needs new rollers, and the image sensors are going bad. It keeps jamming and overheating. We received some quotes but will see about the Wisconsin government agency lease program pricing. The board will act at the February Board meeting.

### e) Cell Phone Plan/ Reimbursement.

Our phone system forwards calls when no one is in the office. J. Schmidt would like to be able to have a separate phone for this. He will price out different phones and plans for next month's meeting.

### f) Monitoring Equipment.

#### Weather Station.

The cost for the unit is \$540.00, software for the unit is \$150.00 a year for the software. Using other units, you do not know where they are exactly located and how accurate the data is not true representation of the weather. We use the data to record field conditions when we are sampling. We will be able to put it on the GWC campus. **Motion to approve the purchase of a Davis Weather Station for \$540.00 and software for \$150.00 by R. Umans. Seconded by P. Kenny. CU**

**Water Level Indicator-** was mentioned that needs to be replaced but will hold off until next year's budget.

**Padlocks-** \$200.00 and under does not need to be approved by the board.

## 6. Wisconsin Lakes

### a) Wisconsin Lakes and River Convention 2022.

It will take place April 6-8 in Stevens Point. Lodging is \$115.00 each night for 3 nights. The cost of the convention is \$285.00. The lodging is \$115.00 a night. T. Peters is hoping to attend to help J. Schmidt network. **Motion to send staff to the convention made by P. Kenny. Seconded by R. Umans. CU**

### b) WI Lakes Leaders call for Crew 14.

It is a training course for lake leaders addressing social, political, and scientific aspects of lake management. It is over three weekends in May, September, and October. You must be nominated to attend. T. Peters has nominated J. Schmidt. The cost is \$350.00.

**Motion to approve by J. Lovell, Seconded by R. Umans. CU**

## 7. WDNR – GLEA SSW Town Hall Presentation.

J. Schmidt talked with the DNR, and they can participate in the town hall. They will only present facts about what other states are doing, they cannot present other states' work. This part of the presentation is going to be a very general overview. They will focus on what other lakes have been doing in Wisconsin, specifically Southeastern Wisconsin. DNR will present findings on what is working best. They would

like to know what other things we would like to have addressed. Suggestions: What it does do to the health of the lake? Effects on fish population? How fast does it grow? (Depth) Solutions and success? Why in Geneva Lake is it growing in 14 feet of water?

Due to WI DNR Covid-19 restrictions, the town hall will have to be virtual. We will look at recording it on Teams.

#### **8. USGS Sampling Dates.**

We are waiting to hear back from Dr. Dale Robertson about dates and times. Once we hear back, we will then invite DNR staff to participate.

#### **9. Odling Gravel Pit.**

L. Lundberg and J. Schmidt met with GLC and DNR staff to discuss sediment loading into Southwick Creek. DNR will be sending out a stream biologist this spring to further assess what is happening. The DNR is getting more involved.

#### **10. Human Resources**

##### **a) Covid-19 Policy.**

Staff worked from home in December due to Covid-19. Staff worked from home and kept track of his hours. In the future inform the board of any cases of Covid.

##### **b) Internship.**

We are currently working on a job description for the internship that will focus on the social sciences aspect for updating the lake management plan. Hope to have it for the February board meeting.

#### **11. Set next meeting date**

##### **a) Approve Tentative Schedule for 2022. Motion to accept 2022 schedule by: R. Umans. Seconded by J. Lovell. CU**

The next board meeting is scheduled for Thursday, February 17<sup>th</sup> at 6:30 pm.

#### **12. Lake Management Plan Grant Application.**

GLEA was contacted by WI DNR regarding the Lake Management Plan Grant. DNR asked if the GLEA would take ownership of the grant if the GLC was awarded the grant. J. Schmidt asked if we could add other goals or projects to the grant and she said yes, but at our own cost. They would not be reimbursable by the grant. In the grant application, there is a listing to fund a Big Foot Creek water quality study. We have already funded Phase I and Phase II. Why do they need to fund a third study water quality study? We have already spent \$46,000.00. The GLC is hoping to transfer ownership of the grant over to GLEA and that includes the cost portion of the grant. The cost is \$59,532.00 with 25% reimbursement. GLEA cost would be \$34,532.00. The total money spent by the GLEA for the Big Foot Creek Water quality study would be \$80,611.00. P. Kenny asked if this was the grant application that we had zero input on. J. Schmidt answered this question by saying yes, we had no input. The DNR is requesting a formal action from the GLEA board that we do not want to accept ownership of this grant. **Motion to approve not accepting grant owner transfer made by P. Kenny. Seconded by M.J. Fesenmaier CU**

**Adjourned to Closed Session 8:18 pm.**

## **Closed Session- Chairman Lundberg**

1. Consider motion to convene into closed session: per *Wisconsin Statue 19.85(1)(c) - Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility* - Employment of Transition Coordinator, Employee Performance Evaluation, and Compensation.
  2. Motion to Adjourn Closed Session 8:43pm and Reconvene to Open Session for action on:
    - a. Transition Coordinator Position and Compensation
    - b. Employee Performance Evaluation
    - c. Compensation
- 1) Next board meeting date is scheduled for February 17, 2022, 6:30 pm.
- 2) Adjournment at 8:43 pm **Motion by R. Umans. Seconded by P. Kenny CU**

Dated January 20, 2021. Upon approval, posted at the GLEA office and website [www.genevalakemanagement.com/](http://www.genevalakemanagement.com/)  
These minutes were recorded and transcribed by Aimee Townsend, Admin. Asst. and Jacob Schmidt, Director.

**APPROVED 2/17/2022**