

**GENEVA LAKE ENVIRONMENTAL AGENCY (GLEA)  
WILLIAMS BAY, WISCONSIN**

**Board of Director's Meeting Minutes  
November 16, 2023**

**Virtual:** Join Zoom Meeting

<https://us06web.zoom.us/j/89100496954?pwd=MkdYamtZaXNyVGg3SVJBtXZtUStVQT09>

**GLEA Board of Directors Meeting was called to order at 6:30 pm, Thursday November 16, 2023, by Chair P. Kenny, room 108, Lowrey Hall, George Williams College Campus, Williams Bay, WI.**

**Roll Call**

**Members/ Staff Present:** P. Kenny (Virtual) & R. Pappas (F), T. Dunn (LG), C. McAdam (L), A. Rasch (W), R. Umans & L. Lundberg (WB), J. Schmidt (Director), A. Townsend (Admin. Asst.), A. Wisnionski (Intern), T. Jochman (Attorney) (Virtual).

**Guest Present:** M.J. Fesenmaier (LG Alderman), D. Malmin (Citizen).

**Members and Staff Absent:** T. O'Neill (LG), J. Weiss (L), D. Rasmussen (Attorney), T. Peters (Consultant).

**General Business:**

**Public Comments**

No public comments.

1. **Motion by R. Pappas to approve October 19, 2023, minutes. Seconded by R. Umans. CU.**
2. **Monthly Review Items:**
  - a. **Motion to approve October 2023, Income Statement by R. Umans. Seconded by R. Pappas. CU.**
  - b. **Motion to approve October 2023 Balance Sheet by R. Umans. Seconded by R. Pappas. CU.**
  - c. Bookkeeper's October 2023 Disbursement Report was made available for review.
  - d. Bookkeeper's ongoing Donation Report was made available for review.
  - e. Action on Staff Report:
    - \* **Motion to approve Director's report for October-November 2023 by R. Pappas. Seconded by R. Umans. CU.**
    - \* **Motion to approve Intern's report for October-November 2023 by R. Umans. Seconded by R. Pappas. CU.**

**Possible action on the following business.**

**1. Office**

**a) Lease/Office Space**

GWC is not renewing our lease. We are expected to return our keys on Friday, December 29, 2023. All GLEA items must be removed from the campus by Friday, January 5, no later than 4:30 PM. 105 Elkhorn Rd, Williams Bay, WI, has been the most affordable space I have found to date. An application has been submitted to the landlord to rent the property and the Landlord is willing to work with us. The Property will have to be rezoned, which will need to be done before we move in. **Motion to sign a one-year lease made by R. Pappas. Seconded by R. Umans. CU.**

**b) Furniture**

I have requested items from the Federal Government for Surplus furniture. These items are used and extremely affordable. A. Rasch has offered to pick up the items, but we would need to get a large trailer. A representative from the requesting agency does need to be present when picking up the items due to them coming out of the Surplus.

**Motion to authorize the purchase of the furniture made by R. Pappas. Seconded by R. Umans. CU.**

**2. Budget**

**a) Discussion and Recommendations of funding new office space**

R. Umans worked on the relocation budget for 2024 and got the total cost of the relocation to be projected to be over budget by \$7,826. **Motion by R. Pappas to approve relocation budget and amend 2024 Approved budget to include relocation Seconded by R. Umans. CU.**

**3. Funding and Strategic Plan**

**a) Strategic Plan**

Move to January Board meeting.

**b) Forming a 501 © 3 Entity**

Move to January Board meeting.

**c) Legacy Gift Giving**

Move to January Board meeting.

**d) Taxing Authority**

Move to January Board meeting.

**4. Water Quality/AIS**

**a) Current State of Lake**

We have known the rotifer population is non-existence for some time. GLEA has reached out to the DNR staff to see what they know about the parasitic copepod. Since they do not have a division of research anymore, there is no funding or money available for plankton research. Chair P. Kenny suggested that I try and reach out to state elected officials and try to set up a meeting to discuss our options further.

**b) Water Alliance**

Not aware of any meetings at this time.

**c) Mobile CD3 Unit**

The CD3 unit has been moved to Linn until March.

**d) Local AIS Ordinances Chapter 30 - Update**

The ordinance has passed in Fontana, Lake Geneva, and Williams Bay. The Town of Linn is working on getting this passed.

**5. Grants**

**a) AIS Prevention 4 CD3 Units – Update**

GLEA has received the necessary documents from the municipalities. We will be reaching out to the board members who need to sign the documentation for attending the Dedication and Ribbon Cutting.

**b) Clean Boats Clean Waters Cost Share**

The City of Lake Geneva, Williams Bay, and Fontana have all agreed to cost-share clean boats and clean waters. The town of Linn tabled this item to gather the harbor commission input on this cost-sharing program. The Grant application has been submitted to the DNR for the Clean Boats Clean Waters. The GLEA will staff the Town of Linn launch if they do not agree to sign on to cost the program.

**c) Review of DNR Surface Water Planning Grant**

**1) Application**

The application has been submitted.

**2) Letters of Support**

Letters of support were received from Fontana, Lake Geneva, and Linn. As well as the J8 School District, GLA, Wisconsin Lakes, Dave Marshall, who conducted the near shore fisheries survey, and Chris Wells from Aurora University.

**3) Partnership with Fontana School District**

The Fontana J8 School district will be helping us document Ice Coverage on Geneva Lake, and they will be actively involved in the Surface Water Project. James Bushey has also offered to get involved with this project and provide students with hands-on experience with various Drones and ROVs used for various operations.

**d) Environmental Education Foundation Grant**

Grant has been applied for to help fund the Macro invertebrate Survey.

**e) Request for Proposals-Macro invertebrate Survey, Aquatic Plant PI Survey**

Request for proposals have been sent out to various contractors for these surveys. Several have expressed interest.

**f) SEWRPC Aquatic Plant PI Survey**

Have not received this year's PI Survey results.

**6. Marketing/Fundraising/Events/Conferences/ Membership**

**a) Website**

Ice On contest entry forms can be submitted through the website.

**b) Social Media**

A. Wisnionski has been keeping our social media up to date.

**c) Ice On Contest**

Contest rules and entry forms have been sent to the local schools.

**d) Newsletter**

The newsletter has been sent to the printer.

**7. Human Resources**

**a) Staffing**

A. Wisnionski will be staying on part time through December.

**8. Review Open Records Request Policy**

We received a first draft from Attorney Jochman; still awaiting clarification on the amounts for charges. Move to January Board meeting.

**9. Municipalities Updates and Reports**

**a)** City of Lake Geneva – Working on lagoon, silt build up, seagulls and ecoli levels.

**b)** Town of Linn – no updates.

**c)** Village of Fontana – working on Bigfoot easement, new Christmas tree.

**d)** Village of Williams Bay- Dredging Southwick in March.

**e)** Town of Walworth-no updates.

**10. New/ Other business items**

None.

**11. Next Meeting Date**

- a) January 18th, 2023.

**Motion to adjourn at 7:51 p.m. by R. Umans. Seconded by R. Pappas. CU.**

Dated November 19, 2023. Upon approval, posted at the GLEA office and website <https://www.gleawi.org/>. These minutes were recorded and transcribed by J. Schmidt, Director. A. Townsend, Admin. Asst.

**APPROVED with revisions 01/18/2024**