

**GENEVA LAKE ENVIRONMENTAL AGENCY (GLEA)
WILLIAMS BAY, WISCONSIN
Board of Director's Meeting in Room 204, George Williams College
Thursday, November 11, 2021, at 6:30 pm.**

Minutes

Members/ Staff Present: P. Kenny (Village of Fontana), J. Lovell (Town of Walworth) M.J. Fensemaier (City of Lake Geneva), L. Lundberg & R. Umans (Village of Williams Bay), J. Wiess (Town of Linn), T Peters & J. Schmidt (Director)

Guest: K. Leith (Town of Linn Supervisor), T. Dunn (Alderman, City of Lake Geneva), D. Malmin, D. Snyder (Project Engineer/ Project Manager, Baxter & Woodman)

Members Absent: T. O'Neill (City of Lake Geneva), R. Pappas (Village of Fontana), B. Whiting (Town of Linn), D. Rasmussen (Attorney), A. Townsend (Administrative Assistant)

GLEA Board of Directors Meeting Called to order By Chairman L. Lundberg at 6:29 pm

Roll Call

General Business:

Comments from the public. The public made no Comments.

1. Approve minutes of the October 21 business meeting. **Motion made by: P. Kenny, Seconded by: M.J. Fesenmaier. Motion Carried. Four yeas with an R. Umans abstention**
2. Monthly Review Items:
 - a. Action on October 2021 Income Statement. **Motion to approve October Income statement made by: R. Umans, Seconded by: J. Lovell. Motion carried unanimously.**
 - b. Action on October 2021 Balance Sheet **Motion to approve October Balance Sheet made by: P. Kenny, Seconded by: R. Umans. Motion carried unanimously.** R. Umans asked where the money from the cashed-in CD went? T. Peters explained where that money went. R. Umans stated that he was aware that the board approved this at the October meeting. He was just curious.
 - c. Bookkeeper's October Disbursement Report- Staff will start to send it out to the Board.
 - d. Bookkeeper's ongoing Donation Report - Staff will start to send it out to the Board.
 - e. Action on Staff Report:
 - Director's report for October-November 2021. The board did not have any questions for either T. Peters or J. Schmidt on their reports. **Motion to approve Staff Reports made by: P. Kenny, Seconded by: J. Lovell. Motion Carried Unanimously.**

Budget status- Waiting on City Lake of Geneva's final vote this month. In the case of Linn Township, it has been approved by the Sanitary District just waiting on final budget approval from the Town Board.

Possible action on the following business.

- 1) Starry Stonewort Trinke Estate
 - a) Engineer's Report

D. Snyder Presented the Trinke Estate Lagoon dredging project and anticipated timeline. A discussion followed. The permits are good for five years. It was suggested by Snyder to initiate the permit application process at an approximate cost of \$10,000 - \$12,000. The GLEA will be out \$10,000-\$12,000 if they decide not to go through with the project. M.J Fesenmaier requested to send out engineers report if not this week next week.

M.J. Fesenmaier moved seconded by P. Kenny to proceed with permit applications and attempt to secure commitments at next month's meeting for funding from Trinke, the Conservancy, and any other groups we can reach. CU, Discussion ensued about Trinke Dredging Project and who would be committing money to this project and how much. The board directed staff to invite GLA, GLC, Water Alliance, Conservancy, and Trinke to the December 9th Board meeting.

- b) The Board directed staff to prepare a Shared Services agreement for the Trinke dredging project with GLEA taking care of logistics, dredging, etc., GLA, Alliance, and GLC responsible for fundraising.

The Board directed staff to invite GLA, Alliance, Trinke Estates, and GLC to the December Board Meeting for discussion on a Trinke Dredging Shared Service Agreement.

- c) Starry Stonewort MN DNR Conference-Free
Director Schmidt shared that this was a webinar that had already passed and is on youtube.com. **No action taken.**

2) CD3 Machine

- a) Storage and repairs

J. Schmidt shared that he had been working on the CD3 unit and that some data retrieval issues will have to be figured out by Spring 2022. **No action taken.**

- b) Staff recommended a shared service agreement on the CD3 which defines GLEA responsibilities

The GLEA is responsible for all maintenance; with GLC reimbursement for costs. M.J. Fesenmaier suggested that we only need to train the Harbor Masters from each municipality, and then they are responsible for training their staff. Wiess suggested we bill the GLC/Alliance for staff's time to train boat launch staff.

A P. Kenny/J. Lovell motion to draft an outline for a shared service agreement between the Conservancy and GLEA regarding the CD3 machine. Staff will send a draft of the outline for board review before sending it to GLC. Motion Carried Unanimously

- 3) Discussion took place on Boat launch fee increase to help cover CD3, costs, training, and Aquatic Invasive Species (AIS) education at the launches.

4) Lake Management Plan Grant

- a) Letter of support to Alliance / Letter of Retraction to Alliance

In response to a request by the GLC, the GLEA drafted and sent a letter of support for the GLC's submission of a grant request to prepare a lake management plan with the support subject to the GLEA board approval. GLEA board did not approve. A letter rescinding the support was drafted and sent to the GLC.

The Board Directed the GLEA staff to make get copies of the grant application.

M.J. FESENMAIER made a motion to change recipients of the drafted rescinded letter dated November 1, 2021, to DNR Officials and then CC any other necessary parties, including the Conservancy and Alliance and SEWRPC. one week later, do open records or Freedom of Information Act for the whole grant application to see if the rescinded letter is included in the grant application. Seconded by P. Kenny. MOTION CARRIED Unanimously.

b) Lake Use Survey for summer of 2022

Discussion took place on the importance of info that a Lake Use Survey could add to the Lake Management Plan Staff will contact the Lake Use Survey committee along with Extension and UWW. In having a conversation with SEWRPC, they feel it is crucial to update the lake Management plan. Alderman Dunn, Chairman of the Lake Use Committee, was in attendance, The lake use committee does not have staff, but GLEA could be of assistance by having the summer intern dedicate some staff time to this project.

M.J. Fesenmaier made a motion that we conduct a Lake Use Survey sometime in the Summer of 2022. Potentially using the GLEA intern, Walworth Extension Office, and UWW, not limited to these groups. Seconded by P. Kenny. Motion Carried Unanimously.

5) Summer Intern Possible Projects

a) Macro-invertebrate study littoral zone

No action taken.

b) Lake Use Survey

Board already acted on it.

6) Storage Unit Rental

Stores all GLEA survey equipment and files. **The consensus of the Board is to continue with the storage unit.**

7) Bank Account Information

a) Signature Cards

Letter or minutes are needed to replace Peters with Schmidt on bank accounts.

J. Wiess made a motion to replace T. Peters with J. Schmidt. Schmidt, Townsend, and Lundberg to sign new signature cards for all accounts. R. Umans seconded it. Motion Carried

8) Jake's stipend for insurance

The board was informed that Schmidt would like to have this stipend monthly per Employee/Employer Agreement. **No action taken by Board.**

9) Company Credit Card

Discussion of credit card limit was had. M.J. Fesenmaier Made a motion to have a line of credit of \$2,000 a month. J. Wiess seconded it. No discussion or questions. Motion carried unanimously.

10) NALMS Virtual Conference – Various cost

Schmidt registered for webinars. One on Nov 15 and one on Nov 19. The total cost for these two webinars was \$100.00. No travel expense. **P. Kenny Made a motion to approve both webinars for \$100.00. Seconded by J. Lovell. Motion Carried Unanimously.**

11) Board Approval for Staff to Participate in Water Alliance

Discussion about participation vs. attending. Board directs staff not to make any decisions on behalf of GLEA, Staff is only able to attend and bring back information to the board.

M.J. Fesenmaier made a motion for staff only to attend and not contribute anything. If they ask the GLEA, the director brings it back to the GLEA Board for action. Seconded by P. Kenny. Motion Carried Unanimously.

12) Ted's Retirement Party December 3rd

Discussion on what the Board feels is appropriate. The board feels that desert only. Keep it nice but reasonable and within in reason. **Board Consensus**

13) JS/GLEA agreement

Peters wrote the current agreement with attorney Rasmussen review. **P. Kenny Made a motion to approve the draft agreement. Seconded By M.J. Fesenmaier. Motion Carried Unanimously.**

14) WDNR – GLEA updated on SSW

Schmidt shared that there is no new data. This would not take place until Winter 2022. Including data from another state. **M.J. Fesenmaier Made a motion to direct staff to work with DNR and on other states' data. P. Kenny seconded it. Motion carried unanimously.**

15) CBCW grant approval

Discussed the grant application and submittal of the application. **M.J. Fesenmaier made a motion to approve the application Seconded by J. Lovell. Motion carried unanimously.**

16) Trinke buoy/signs clean boats

Board discussed several options, including ordinances and possibility that they could forward to the Lake Use Committee? Schmidt will bring examples of Town Troy signs from the channel from Eagle Springs Lake to Lulu Lake. **The board took no action besides directing staff to bring samples to December Meeting.**

17) Big Foot Creek Water Quality Study

M.J. Fesenmaier made a motion to accept receiving an acknowledgment that the Bigfoot Creek Watershed Study met all the terms of the GLEA- RES agreement. Seconded by J. Lovell. Motion carried unanimously. This does not necessarily include the acceptance at this time of the recommended BMP.

18) SEWRPC Staff of Memorandum "Survey of SSW"

J. Lovell motioned that we acknowledge receipt of the SEWRPC Staff of Memorandum "Survey of Starry Stonewort. Seconded by: J. Wiess Motion Carried Unanimously

19) Odling Gravel Pit

L. Lundberg discussed the Odling Gravel pit located in the Town of Delavan and how something needs to be done at the State level. L. Lundberg is going to set up a meeting with Representatives. **Board took no action.**

20) Set next meeting date

The meeting is set for December 9th (12/9) in Room 204 Lowrey at George Williams College.

21) Adjournment

J. Wiess made a motion to Adjourn at 8:53 Pm. Seconded by R. Umans. Motion Carried unanimously

Dated November 11, 2021. Upon approval, posted at the GLEA office and website www.genevalakemanagement.com/
These minutes were recorded and transcribed by Jacob Schmidt, Director.

APPROVED 12/9/2021