

Buffalo Lake P&R District Second Quarter  
Board of Commissioner's Meeting  
Saturday, April 10, 2021 8:00 a.m.  
Packwaukee Town Hall

1. Meeting called to order at 8:00 a.m. by Joe Dion
2. Roll Call: Bill Lewis, Al Rosenthal, Joe Dion, Vikki Trimble, Judi Nigbor  
Absent: Larry Haygood and Jon Schiller
3. Changes or additions to the agenda --- None
4. Acceptance of minutes from February 13, 2021. Motion by Vikki and second by Bill to approve the minutes. Approved. Judi abstained
5. Committee Reports
  - a. Finance & Dues
    - I. In Larry's absence, Vikki gave the treasurers report. The balance in the checking account as of February 28, 2021 was \$9,662.44; in the operating fund the balance was \$ 51,260.03; and equipment fund balance was \$172,165.01. Total of \$233,087.48. The balance in the checking account as of March 31, 2021 was \$7350.13; in the operating fund the balance was \$161,270.98; and equipment fund balance was \$172,195.36. Total of \$340,816.47. Motion by Judi and second by Al to approve the February and March Treasurers Reports. Approved. It was mentioned that the district did received \$823.18 in fuel tax refund from the State.
  - b. Harvesting
    - I. Joe thanked the harvesting team for all their hard work in getting ready for the 2021 harvesting season. Joe mentioned the harvesting plan for the year and that it was forwarded to all board members and all harvesting committee members for review. A question was asked about using pellets along with the weed cutting to kill the weeds especially those weeds which are not picked up by the harvesting machine. Joe explained about chemical use of killing weeds and the various studies that were conducted on the use of chemicals on Buffalo Lake. The harvesting committee will look into having a test plot on the lake using chemical pellets in 2021.
    - II. Linda Huggett reported on the hiring process for supervisor, cutters, truck drivers and mechanic for 2021. I list of those recommended to the Board for hiring was presented to the Board. A motion was made by Al and seconded by Bill to hire the people recommended by the committee for 2021. Approved. The committee would also like to recommend the continuous advertising on Facebook and the Buffalo Lake P&R Facebook, that we are accepting applications year-round. There was consensus among the Board to go ahead and continue advertising.

c. Communication

- I. Joe reported that the 3 domain names for Buffalo Lake P&R District have been extended till June 2023
- II. Paul Ratzburg, Co-Chair of the Fish Committee. The first action Paul was wanting, was approval to have sponsors/ads on the website, and money from these ads would go to stock fish in Buffalo Lake. Motion was made by Al and seconded by Bill to allow sponsors to place an ad for one year by putting on our website under a tab labeled Service Directory and Facebook if legal. Discussion followed and the motion was Approved. If residents wanted to donate to this cause, they are encouraged may do so, and this was approved by consensus. After much discussion concerning the legality of having a retaining fund for the money raised for fish stocking, a motion was made by Vikki and seconded by Judi to have all the money raised by the fish committee through ad revenue and donations to be spent in the year it is raised to stock fish, otherwise any money remaining will go into the general fund. The vote to approve was 4-1. Bill voted against the motion. Approve.

d. Lake Plan

- I. Nothing to report

e. Ecology

- I. A number of lake residents have been working with Pat Kilbey, County Land and Water Conservationist for grants from the State for improving lake front property.

f. Fish Committee

- I. It was reported that on April 18<sup>th</sup> a Bass Tournament will be held on the Lake and the Buffalo Lake Lodge will be the headquarters. In May another fish tournament will be held, if the lake level conditions are okay.

6. Marquette Lake Group/County/Town Reports

- a. Marquette Lake Group: Al reported the Board is meeting on April 15<sup>th</sup>, and a date will be set for a county meeting. 13 Lakes from Marquette County are members.
- b. County- Jon was not present, so Judi and Al reported on the progress of the reconstruction of the Causeway. It will be rebuilt to the 500-year flood status and will begin in 2022 and be completed in 2023.
- c. Town- Judi reported on work that had been done on the boat launches and a grant that the Town has applied for, for improvements on the boat launches.

7. Lake Level

Bill and Joe reported on the twice per week readings that the DNR does on the dam. The Dam Management Department of DNR now does the reviews. Joe had been checking to see if Buffalo Lake members may be able to do the review and adjust the gates of the Dam on a more regular bases as volunteers. This would be a benefit to do it on a more regular bases and not have to wait for DNR, which is only able to do twice a

week, and if that assigned person is not able to check twice a week, it can cause a serious change in the lake level.

8. Unfinished Business

a. None

9. New Business

a. None

10. Announcements

a. The next Quarterly Meeting will be held on June 12, 2021 at 8:00 a.m. at the Packwaukee Town Hall

11. Adjournment

a. Motion by Vikki and seconded by Judi to adjourn. Approved

Buffalo Lake District Operating Fund  
February 28,  
2021

|                                     | 2020 Balance        | 2021 Budget                 | YTD 2/28/21          | 2021 Balance |
|-------------------------------------|---------------------|-----------------------------|----------------------|--------------|
| <b>INCOME</b>                       |                     |                             |                      |              |
| Prior Year Balance Forward          | 53,798.55           | 53,798.55                   | 56,375.29            |              |
| Miscellaneous                       | 0.00                |                             | 0.00                 |              |
| Interest                            | 763.50              | 1,000.00                    | 7.68                 | 992.32       |
| Lake Assessment                     | 184,022.28          | 184,000.00                  | 174,250.00           | 9,750.00     |
| Assessments to Equipment Fund       | -59,607.41          | -61,000.00                  | -58,078.00           |              |
| Assessment Overpayments             | 0.00                |                             | 0.00                 |              |
| Signs                               | 0.00                |                             | 0.00                 |              |
| Payment for Signs                   | 0.00                |                             | 0.00                 |              |
| Donations, Grants, Lotus Ec         | 0.00                |                             | 0.00                 |              |
| Misc. Marq. Adams Cap. Cr.          | 43.19               | 40.00                       |                      | 40.00        |
| Transfer from Equip for repairs     | 21,554.81           | 19,000.00                   |                      | 19,000.00    |
| Insurance Reimbursement             | 0.00                |                             | 0.00                 |              |
| YTD BALANCE                         | 200,574.92          | 196,838.55                  | 172,554.97           | **           |
| Maintenance and Repairs             | 21,554.81           | 19,000.00                   | 0.00                 | 19,000.00    |
| Audit                               | 0.00                | 400.00                      | 0.00                 | 400.00       |
| Employer Taxes Paid                 | 5,660.82            | 5,000.00                    | 0.00                 | 5,000.00     |
| Employee Taxes Paid                 | 14,394.60           | 12,500.00                   | 0.00                 | 12,500.00    |
| Commissioners                       | 2,500.00            | 2,500.00                    | 0.00                 | 2,500.00     |
| Bookkeeper Expense                  | 2,500.00            | 2,500.00                    | 625.00               | 1,875.00     |
| Fuel/Oil/Antifreeze                 | 11,456.49           | 9,000.00                    | 0.00                 | 9,000.00     |
| Unemployment                        | 3,261.53            | 7,500.00                    | 0.00                 | 7,500.00     |
| Insurance                           | 11,753.00           | 13,000.00                   | 0.00                 | 13,000.00    |
| Labor Costs-Net                     | 59,494.02           | 57,000.00                   | 0.00                 | 57,000.00    |
| Legal                               | 5,825.00            | 2,000.00                    | 0.00                 | 2,000.00     |
| Miscellaneous                       | 1,821.80            | 2,000.00                    | 0.00                 | 2,000.00     |
| Newsletter/Bulk Mailing             | 663.00              | 600.00                      | 0.00                 | 600.00       |
| Office Equipment                    | 628.76              | 400.00                      | 0.00                 | 400.00       |
| Office Supplies/Mailings            | 266.34              | 1,000.00                    | 916.75               | 83.25        |
| Printing/Legal Notices              | 365.27              | 300.00                      | 0.00                 | 300.00       |
| Site Maintenance                    | 487.30              | 1,500.00                    | 0.00                 | 1,500.00     |
| Utilities                           | 446.89              | 500.00                      | 70.75                | 429.25       |
| Web Site                            | 370.00              | 360.00                      | 20.00                | 340.00       |
| Restoration Fund                    | 0.00                | 5,000.00                    | 0.00                 | 5,000.00     |
| Bouys                               | 0.00                | 980.00                      | 0.00                 | 980.00       |
| Endeavor Fire Department Donation   | 750.00              |                             | 0.00                 |              |
| <b>TOTALS</b>                       | 144,199.63          | 143,040.00                  | 1,632.50             |              |
| <b>BALANCE</b>                      | <u>56,375.29</u>    | <u>                    </u> | <u>170,922.47</u>    |              |
| *To be reimbursed by equipment fund |                     |                             |                      |              |
|                                     | 5,122.85            | Checking Balance            | 9,662.44             |              |
|                                     | <u>51,252.44</u>    | Money Market                | <u>161,260.03</u>    |              |
|                                     | <u>\$ 56,375.29</u> |                             | <u>\$ 170,922.47</u> |              |

Buffalo Lake District Operating Fund  
March 31, 2021

|                                   | 2020 Balance            | 2021 Budget       | YTD 3/31/21              | 2021 Balance |
|-----------------------------------|-------------------------|-------------------|--------------------------|--------------|
| <b>INCOME</b>                     |                         |                   |                          |              |
| Prior Year Balance Forward        | 53,798.55               | 53,798.55         | 56,375.29                |              |
| Miscellaneous                     | 0.00                    |                   | 0.00                     |              |
| Interest                          | 763.50                  | 1,000.00          | 38.51                    | 961.49       |
| Lake Assessment                   | 184,022.28              | 184,000.00        | 174,305.00               | 9,695.00     |
| Assessments to Equipment Fund     | -59,607.41              | -61,000.00        | -58,078.00               |              |
| Assessment Overpayments           | 0.00                    |                   | 0.00                     |              |
| Fuel Tax Refund                   | 0.00                    |                   | 823.18                   |              |
| Payment for Signs                 | 0.00                    |                   | 0.00                     |              |
| Donations, Grants, Lotus Ec       | 0.00                    |                   | 0.00                     |              |
| Misc. Marq. Adams Cap. Cr.        | 43.19                   | 40.00             |                          | 40.00        |
| Transfer from Equip for repairs   | 21,554.81               | 19,000.00         |                          | 19,000.00    |
| Insurance Reimbursement           | 0.00                    |                   | 0.00                     |              |
| YTD BALANCE                       | 200,574.92              | 196,838.55        | 173,463.98               | **           |
| Maintenance and Repairs           | 21,554.81               | 19,000.00         | 0.00                     | 19,000.00    |
| Audit                             | 0.00                    | 400.00            | 0.00                     | 400.00       |
| Employer Taxes Paid               | 5,660.82                | 5,000.00          | 0.00                     | 5,000.00     |
| Employee Taxes Paid               | 14,394.60               | 12,500.00         | 0.00                     | 12,500.00    |
| Commissioners                     | 2,500.00                | 2,500.00          | 0.00                     | 2,500.00     |
| Bookkeeper Expense                | 2,500.00                | 2,500.00          | 625.00                   | 1,875.00     |
| Fuel/Oil/Antifreeze               | 11,456.49               | 9,000.00          | 0.00                     | 9,000.00     |
| Unemployment                      | 3,261.53                | 7,500.00          | 0.00                     | 7,500.00     |
| Insurance                         | 11,753.00               | 13,000.00         | 2,452.00                 | 10,548.00    |
| Labor Costs-Net                   | 59,494.02               | 57,000.00         | 0.00                     | 57,000.00    |
| Legal                             | 5,825.00                | 2,000.00          | 525.00                   | 1,475.00     |
| Miscellaneous                     | 1,821.80                | 2,000.00          | 189.56                   | 1,810.44     |
| Newsletter/Bulk Mailing           | 663.00                  | 600.00            | 0.00                     | 600.00       |
| Office Equipment                  | 628.76                  | 400.00            | 0.00                     | 400.00       |
| Office Supplies/Mailings          | 266.34                  | 1,000.00          | 916.75                   | 83.25        |
| Printing/Legal Notices            | 365.27                  | 300.00            | 0.00                     | 300.00       |
| Site Maintenance                  | 487.30                  | 1,500.00          | 0.00                     | 1,500.00     |
| Utilities                         | 446.89                  | 500.00            | 104.56                   | 395.44       |
| Web Site                          | 370.00                  | 360.00            | 30.00                    | 330.00       |
| Restoration Fund                  | 0.00                    | 5,000.00          | 0.00                     | 5,000.00     |
| Bouys                             | 0.00                    | 980.00            | 0.00                     | 980.00       |
| Endeavor Fire Department Donation | 750.00                  |                   | 0.00                     |              |
| <b>TOTALS</b>                     | <b>144,199.63</b>       | <b>143,040.00</b> | <b>4,842.87</b>          |              |
| <b>BALANCE</b>                    | <b><u>56,375.29</u></b> |                   | <b><u>168,621.11</u></b> |              |

\*To be reimbursed by equipment fund

|                     |              |                      |
|---------------------|--------------|----------------------|
| 5,122.85            | Checking     | 7,350.13             |
| <u>51,252.44</u>    | Balance      | <u>161,270.98</u>    |
| <u>\$ 56,375.29</u> | Money Market | <u>\$ 168,621.11</u> |

Buffalo Lake P R District Equipment Fund  
February 28, 2021

| <b>INCOME</b>                     | <b>2021 Budget</b> | <b>2021 YTD</b><br>2/28/2021 |
|-----------------------------------|--------------------|------------------------------|
| <b>Prior year balance forward</b> | 114,050.73         | 114,050.73                   |
| Lake Assessments                  | 61,000.00          | 58,078.00                    |
| Interest                          | 300.00             | 36.28                        |
| <b>TOTAL INCOME</b>               | <b>175,350.73</b>  | <b>172,165.01</b>            |
| <br><b>EXPENSES</b>               |                    |                              |
| <b>Checks</b>                     |                    | 0.00                         |
| Repairs & Maintenance             | 19,000.00          | 0.00                         |
| <b>TOTAL EXPENSES</b>             | <b>19,000.00</b>   | <b>0.00</b>                  |
| <br><b>YEAR END</b>               |                    |                              |
| <b>BALANCE</b>                    | <b>156,350.73</b>  | <b>172,165.01</b>            |

Buffalo Lake P R District Equipment Fund  
March 31, 2021

| <b>INCOME</b>                     | <b>2021 Budget</b> | <b>2021 YTD</b><br>3/31/2021 |
|-----------------------------------|--------------------|------------------------------|
| <b>Prior year balance forward</b> | 114,050.73         | 114,050.73                   |
| Lake Assessments                  | 61,000.00          | 58,078.00                    |
| Interest                          | 300.00             | 66.63                        |
| <b>TOTAL INCOME</b>               | 175,350.73         | 172,195.36                   |
| <br>                              |                    |                              |
| <b>EXPENSES</b>                   |                    |                              |
| <b>Checks</b>                     |                    | 0.00                         |
| Repairs & Maintenance             | 19,000.00          | 0.00                         |
| <b>TOTAL EXPENSES</b>             | 19,000.00          | 0.00                         |
| <br>                              |                    |                              |
| <b>YEAR END</b>                   |                    |                              |
| <b>BALANCE</b>                    | 156,350.73         | 172,195.36                   |