

**Buffalo Lake P&R District Second Quarter
Board of Commissioner's Meeting
Saturday, May 16, 2020 9:00 a.m.
(Remote meeting)**

Meeting online/video via WebEx Meeting Dial 1-408-418-9388.

Access Code 625 252 858. No password needed, hit # when prompted Public Participation by phone only.

1. Call Meeting to Order

At 9:05

2. Roll Call Bill, Vicki, Joe, Al and Larry Not present on line Judi and Jon

3. Changes or Additions to Agenda

Motion made by Vicki to accept minutes as presented 2nd by Al

Motion carried

4. Acceptance of minutes from prior meeting

Feb. 8 Minutes Motion to accept minutes made by Al 2nd by Bill.

Motion carried

5. Establishment and serving on Committees

Joe said there were no policies dealing with establishment of committees, because the bylaws had previously been dissolved and the P&R district was operating under State Statue 33. Joe will develop a policy to present to the full Board at our next quarterly meeting. It will be tabled for now.

6. Establishment or re-establishment of Fish Committee

Discussion followed on this item, but due to a bad connection it was hard to hear any details.

motion to suspend the meeting due to bad connection.

Motion to suspend the meeting made by Larry 2nd by Vicki.

Motion carried. Meeting will be at Town Hall at 8:00 a.m. on May 23.

Joe Dion, President reconvened the meeting on Saturday, May 23rd at 8:03 at the Town of Packwaukee Pavilion.

Present: Bill Lewis, Vicki Trimble, Joe Dion, Larry Haygood, Judi Nigbor and Al Rosenthal 28 people plus the Board were in attendance.

6. Re-establishment of the Fish Committee

Paul Ratzburg and Jim Felt will head up the Fish Committee and Bill Lewis will represent the Board on the Committee. Al Rosenthal made a motion to re-establish the Fish Committee and it will be a committee of the Board. Seconded by Larry Haygood.

Approved

7. Lake Levels

Joe gave an update on DNR and lake levels. May 20th was the date for the dam to be at its summer height. This will run till October 1st. Much discussion followed concerning the low water level, and what problems this has caused with property owners. Al Rosenthal made a motion that a letter be sent to the DNR, Jeff Sure to initiate a discussion concerning the lake level and the present guidelines the DNR are following from 1976. This letter is to be written and sent to DNR within two weeks. Second by Larry Haygood. Approved. The Board called a special meeting for Tuesday, May 26, 2020 at 11:00 A.M. at the Packwaukee Town Hall. Purpose of the meeting is to develop a letter to be sent to DNR to open discussion on the 1976 ruling. The letter will be reviewed by Attorney Bill Connor's before being mailed to DNR.

8. Committee Reports

A. Finance & Dues

Treasurer's Report The treasurers report was given for April, 2020 and is part of these minutes. Motion by Bill Lewis to approve the treasurers reports for April, February, and March seconded by Al Rosenthal, Approved

B. Harvesting

Equipment

Gary Kershaw gave a report on work done on the machinery, and that harvesting would begin on June 1st. He reported that the new transporter has arrived, and is ready to go.

Operations

Linda Huggett reported that all employees are ready to go and they also have a number of people on stand-by. An employee handbook has been completed, And will be put on the next quarterly meeting agenda for approval.

C. Communications

No Report- all seems to be going okay

D. Lake plan- no report

E. Ecology

Chris gave a report on the monitoring of the lake and the water quality tests that is being done. She also mentioned the grasses she is growing on her shoreline, to see if they held the water quality and erosion control. She encouraged the participation in the State lake shore grants available thru Pat Kilbey's office.

9. Marquette Lake Group/County/Town Reports

Al Rosenthal gave a report on the Marquette County Lakes Association, which is on hold due to the virus. Al reported on the County and mentioned that the County received a one-million-dollar grant to rebuild the Causeway so it meets the 500 year flood criteria. Work to be done in 2022 or 2023. Judi Nigbor reported for the Township, and discussed

the boat launches and the town will be having new signs made to bring all needed information up to date.

10. Unfinished business: None

11. New Business

A. Lake Emery Request

Lake Emery has requested to park their weed cutter on Buffalo Lake property during the off season. Motion was made by Vicki Trimble to allow them to park it on site. Seconded by Larry Haygood. Approved

12. Audience Comments: Ro reported that the Boat parade will be held on July 3rd and Buffalo Lake Lodge will be the headquarters and reviewing area.

13. Adjournment Motion was made by Larry Haygood to adjourn at 9:27 A.M. Seconded by Al Rosenthal Approved

Buffalo Lake P R District Equipment Fund
February 28, 2020

INCOME	2020 Budget	2020 YTD 2/28/2020
Prior year balance forward	221,489.43	221,489.43
Misc Income Sale of Blue Harvester		0.00
Lake Assessments	61,000.00	57,366.38
DNR Grant	31,896.72	0.00
Lake Plan Grant Final Payment		0.00
Interest	150.00	69.82
TOTAL INCOME	314,536.15	278,925.63
EXPENSES		
Checks		0.00
Repairs & Maintenance	19,000.00	0.00
New Transporter	179,744.00	0.00
TOTAL EXPENSES	198,744.00	0.00
YEAR END BALANCE	115,792.15	278,925.63

Buffalo Lake District Operating Fund
February 29 2020

	2019 Balance	2020 Budget	YTD 2/29/20	2020 Balance
INCOME				
Prior Year Balance Forward	63048.46	53,798.55	53,798.55	
Miscellaneous	31.60		0.00	
Interest	1,259.79	1,000.00	97.72	902.28
Lake Assessment	123,499.74	184,000.00	174,437.50	9,562.50
Assessments to Equipment Fund		-61,000.00	-57,366.38	
Assessment Overpayments	-125.00		0.00	
Signs	0.00		0.00	
Payment for Signs	0.00		0.00	
Donations, Grants, Lotus Etc	0.00		0.00	
Misc. Marq. Adams Cap. Cr.	36.10	40.00	0.00	40.00
Transfer from Equip for repairs	27,349.68	19,000.00	0.00	19,000.00
Insurance Reimbursement	230.00		0.00	
				*
YTD BALANCE	215,330.37	196,838.55	170,967.39	*
Maintenance and Repairs	27,349.68	19,000.00	0.00	19,000.00
Audit	200.00	400.00	0.00	400.00
Employer Taxes Paid	5,353.13	5,000.00	0.00	5,000.00
Employee Taxes Paid	13,657.87	12,500.00	0.00	12,500.00
Commissioners	2,250.00	2,500.00	1,250.00	1,250.00
Bookkeeper Expense	2,500.00	2,500.00	625.00	1,875.00
Fuel/Oil/Antifreeze	13,142.45	9,000.00	23.88	8,976.12
Unemployment	12,879.09	7,500.00	999.60	6,500.40
Insurance	12,378.00	13,000.00	0.00	13,000.00
Labor Costs-Net	56,807.40	57,000.00	0.00	57,000.00
Legal	7,850.93	2,000.00	0.00	2,000.00
Miscellaneous	2,094.09	2,000.00	0.00	2,000.00
Newsletter/Bulk Mailing	550.00	600.00	0.00	600.00
Office Equipment	0.00	400.00	0.00	400.00
Office Supplies/Mailings	583.34	1,000.00	58.72	941.28
Printing/Legal Notices	157.36	300.00	27.27	272.73
Site Maintenance	1,107.76	1,500.00	221.80	1,278.20
Utilities	586.69	500.00	69.16	430.84
Web Site	250.00	360.00	20.00	340.00
Restoration Fund	360.03	5,000.00	0.00	5,000.00
Buoys	1,474.00	980.00	0.00	980.00
Endeavor Fire Department Donation	0.00		750.00	
TOTALS	161,531.82	143,040.00	4,045.43	
BALANCE	53,798.55	_____	_____	
			166,921.96	
 *To be reimbursed by equipment fund				
	11,652.65	Checking Balance	10,748.34	
	42,145.90	Money Market	156,173.62	
	<u>53,798.55</u>		<u>\$ 166,921.96</u>	

Buffalo Lake P R District Equipment Fund
March 31, 2020

INCOME	2020 Budget	2020 YTD 3/31/2020
Prior year balance forward	221,489.43	221,489.43
Misc Income Sale of Blue Harvester		0.00
Lake Assessments	61,000.00	57,366.38
DNR Grant	31,896.72	0.00
Lake Plan Grant Final Payment		0.00
Interest	150.00	116.28
TOTAL INCOME	314,536.15	278,972.09
EXPENSES		
Checks		0.00
Repairs & Maintenance	19,000.00	0.00
New Transporter	179,744.00	0.00
TOTAL EXPENSES	198,744.00	0.00
YEAR END BALANCE	115,792.15	278,972.09

Buffalo Lake District Operating Fund
March 31, 2020

	2019 Balance	2020 Budget	YTD 3/31/20	2020 Balance
INCOME				
Prior Year Balance Forward	63048.46	53,798.55	53,798.55	
Miscellaneous	31.60		0.00	
Interest	1,259.79	1,000.00	127.50	872.50
Lake Assessment	123,499.74	184,000.00	174,437.50	9,562.50
Assessments to Equipment Fund		-61,000.00	-57,366.38	
Assessment Overpayments	-125.00		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.	36.10	40.00	0.00	40.00
Transfer from Equip for repairs	27,349.68	19,000.00	0.00	19,000.00
Insurance Reimbursement	230.00		0.00	
YTD BALANCE	215,330.37	196,838.55	170,997.17	**
Maintenance and Repairs	27,349.68	19,000.00	0.00	19,000.00
Audit	200.00	400.00	0.00	400.00
Employer Taxes Paid	5,353.13	5,000.00	0.00	5,000.00
Employee Taxes Paid	13,657.87	12,500.00	0.00	12,500.00
Commissioners	2,250.00	2,500.00	1,250.00	1,250.00
Bookkeeper Expense	2,500.00	2,500.00	625.00	1,875.00
Fuel/Oil/Antifreeze	13,142.45	9,000.00	23.88	8,976.12
Unemployment	12,879.09	7,500.00	1,004.29	6,495.71
Insurance	12,378.00	13,000.00	0.00	13,000.00
Labor Costs-Net	56,807.40	57,000.00	0.00	57,000.00
Legal	7,850.93	2,000.00	0.00	2,000.00
Miscellaneous	2,094.09	2,000.00	32.00	1,968.00
Newsletter/Bulk Mailing	550.00	600.00	0.00	600.00
Office Equipment	0.00	400.00	116.04	283.96
Office Supplies/Mailings	583.34	1,000.00	58.72	941.28
Printing/Legal Notices	157.36	300.00	55.04	244.96
Site Maintenance	1,107.76	1,500.00	221.80	1,278.20
Utilities	586.69	500.00	104.22	395.78
Web Site	250.00	360.00	30.00	330.00
Restoration Fund	360.03	5,000.00	0.00	5,000.00
Buoys	1,474.00	980.00	0.00	980.00
Endeavor Fire Department Donation	0.00		750.00	
TOTALS	161,531.82	143,040.00	4,270.99	
BALANCE	53,798.55	<u> </u>	<u>166,726.18</u>	
*To be reimbursed by equipment fund	11,652.65	Checking Balance	10,523.15	
	42,145.90	Money Market	156,203.03	
	<u>53,798.55</u>		<u>\$ 166,726.18</u>	

Buffalo Lake P R District Equipment Fund
April 30, 2020

INCOME	2020 Budget	2020 YTD 4/30/2020
Prior year balance forward	221,489.43	221,489.43
Misc Income Sale of Blue Harvester		0.00
Lake Assessments	61,000.00	57,366.38
DNR Grant	31,896.72	0.00
Lake Plan Grant Final Payment		0.00
Interest	150.00	160.99
TOTAL INCOME	314,536.15	279,016.80
EXPENSES		
Checks		0.00
Repairs & Maintenance	19,000.00	706.80
New Transporter	179,744.00	0.00
TOTAL EXPENSES	198,744.00	706.80
YEAR END BALANCE	115,792.15	278,310.00

Buffalo Lake District Operating Fund
April 30 2020

	2019 Balance	2020 Budget	YTD 4/30/20	2020 Balance
INCOME				
Prior Year Balance Forward	63048.46	53,798.55	53,798.55	
Miscellaneous	31.60		0.00	
Interest	1,259.79	1,000.00	318.34	681.66
Lake Assessment	123,499.74	184,000.00	175,085.41	8,914.59
Assessments to Equipment Fund		-61,000.00	-57,366.38	
Assessment Overpayments	-125.00		0.00	
Signs	0.00		0.00	
Payment for Signs	0.00		0.00	
Donations, Grants, Lotus Etc	0.00		0.00	
Misc. Marq. Adams Cap. Cr.	36.10	40.00	0.00	40.00
Transfer from Equip for repairs	27,349.68	19,000.00	706.80	18,293.20
Insurance Reimbursement	230.00		0.00	
YTD BALANCE	215,330.37	196,838.55	172,542.72	**

Maintenance and Repairs	27,349.68	19,000.00	706.80	18,293.20
Audit	200.00	400.00	0.00	400.00
Employer Taxes Paid	5,353.13	5,000.00	0.00	5,000.00
Employee Taxes Paid	13,657.87	12,500.00	0.00	12,500.00
Commissioners	2,250.00	2,500.00	1,250.00	1,250.00
Bookkeeper Expense	2,500.00	2,500.00	1,250.00	1,250.00
Fuel/Oil/Antifreeze	13,142.45	9,000.00	23.88	8,976.12
Unemployment	12,879.09	7,500.00	1,004.29	6,495.71
Insurance	12,378.00	13,000.00	0.00	13,000.00
Labor Costs-Net	56,807.40	57,000.00	2,190.91	54,809.09
Legal	7,850.93	2,000.00	0.00	2,000.00
Miscellaneous	2,094.09	2,000.00	205.00	1,795.00
Newsletter/Bulk Mailing	550.00	600.00	0.00	600.00
Office Equipment	0.00	400.00	221.53	178.47
Office Supplies/Mailings	583.34	1,000.00	58.72	941.28
Printing/Legal Notices	157.36	300.00	27.27	272.73
Site Maintenance	1,107.76	1,500.00	221.80	1,278.20
Utilities	586.69	500.00	139.24	360.76
Web Site	250.00	360.00	30.00	330.00
Restoration Fund	360.03	5,000.00	0.00	5,000.00
Buoys	1,474.00	980.00	0.00	980.00
Endeavor Fire Department Donation	0.00		750.00	
TOTALS	161,531.82	143,040.00	8,079.44	
BALANCE	53,798.55		164,463.28	

*To be reimbursed by equipment fund

11,652.65	Checking Balance	8,249.98
42,145.90	Money Market	156,213.30
<u>53,798.55</u>		<u>\$ 164,463.28</u>