

Buffalo Lake P&R District Third quarter  
Board of Commissioner's Meeting  
Saturday, July 11, 2020 8:00 A. M.

1. Meeting called to Order at 8:01.
2. Roll Call: Bill Lewis, Vicki Trimble, Joe Dion, Larry Haygood, Al Rosenthal, Judy Nigbor, Jon Schiller
3. Changes or additions to the Agenda. Motion made by Vicki, seconded by Larry to approve the agenda with the addition of discussion of annual meeting and harvesting to include additional funding. Motion approved 7 – 0.
4. Acceptance of Minutes from the May 16<sup>th</sup> and continued on May 23<sup>rd</sup> and the May 26<sup>th</sup> special meeting. Motion made to approve the minutes by Vicki, seconded by Judy. Motion approved 7 – 0. Treasurer's Reports Attached.
5. Committee Reports
  - a. Finance & Dues
    - i. Treasurer's report approval for May and June 2020. Discussion on people on the east side not happy with the cutting and oversight. Motion made by Al, seconded by Judy to approve the Treasurer's reports as presented. Motion approved 6-1. Bill Lewis opposed. Treasurer's Reports attached.
    - ii. Internal accounts transfer within budget. Discussion on transferring \$2,500.00 from the Restoration Fund and place it in the legal line item. Initial budgeted amount has been used and there will be a need for additional funds due to lake level actions. Motion to transfer funds by Al, seconded by Larry. Motion approved 7 – 0.
    - a.iii. Discussion about transferring money to the harvesting labor line. Motion made by Larry to have the labor line item go over budget without limits, seconded by Al. Motion approved 7 – 0.
  - b. Harvesting - Gary reported all equipment is up and running. Linda reported they are looking for additional help for standby cutter operators. Both Buffalo Lake Lodge and Call of the Wild to be used for the offload elevators.
    - b.i.1. Disposal or sale of fuel tank at site. Discussion on the fuel tank on site, not being used any longer, and should not be retained on site. Discussion on value, very limited value as it is older and a 500-gallon single wall tank. Motion by Larry, seconded by Al to sell the fuel tank at site. Motion approved 7-0. Harvesting committee given authority to set price and sell. Gary to advertise for the sale of the fuel tank. Monies received will be deposited in the Equipment Fund. Report from committee as of June 29<sup>th</sup> 1402 hours of labor, 2347 for fuel, and 3242 for parts. Discussion on avenues to increase weed cutting. Motion by Larry to utilize the off-load site at Todd's lodge with permission, the campground site on the west end

and fourth cutter on the east end at the causeway. Al seconded. Motion approved 7-0. Discussion and further investigation on GPS units for cutters.

b.i.1. Approval of employee handbook. Motion by Al and seconded by Vicki to approve the employee handbook as presented. Motion approved 7-0.

b. communications - no new items.

d. Lake Plan - - no new items.

e. Ecology –Question on what a property owner can do about weeds. Chris reported they may remove weeds 30 feet from your dock out and 30 feet on the side of dock and all vegetation must be removed as stated by the DNR.

6. Marquette Lake Group/County/Town Reports - Marquette Lake Group has not had any meetings due to COVID-19. County – Brief discussion on the causeway being affect by a supreme court ruling. Town - New signs have been placed at the boat launches with the correct fees.
7. Lake Level – Letter was posted. State offices are still not conducting in person meetings. Current level has been is 8.5 feet and has been steady.
8. Unfinished Business – None
9. New Business – Annual Meeting. Still no info from school as to room availability. Discussion on changing annual meeting dates or financial years. Meeting still scheduled for October 10<sup>th</sup>.

The owner of Buffalo Lake Lodge is offering their banquet hall (holds 400 normally) to be used for the annual meeting.

10. Announcements – Next meeting will be September 12, 2020. Next harvesting meeting is 9:00 on July 16<sup>th</sup>.
11. Adjournment – Motion to adjournment by Larry seconded by Judy. Motion approved 7-0.

Buffalo Lake P R District Equipment Fund  
May 31, 2020

<b>INCOME</b>	<b>2020 Budget</b>	<b>2020 YTD</b> 5/31/2020
<b>Prior year balance forward</b>	221,489.43	221,489.43
Misc Income Sale of Blue Harvester		0.00
Lake Assessments	61,000.00	57,366.38
Pontoon Boats		1,400.00
DNR Grant	31,896.72	0.00
Lake Plan Grant Final Payment		0.00
Interest	150.00	182.21
<b>TOTAL INCOME</b>	<b>314,536.15</b>	<b>280,438.02</b>
 <b>EXPENSES</b>		
<b>Checks</b>		0.00
Repairs & Maintenance	19,000.00	7,586.54
New Transporter	179,744.00	179,774.00
<b>TOTAL EXPENSES</b>	<b>198,744.00</b>	<b>187,360.54</b>
 <b>YEAR END</b>		
<b>BALANCE</b>	<b>115,792.15</b>	<b>93,077.48</b>

Buffalo Lake District Operating Fund  
May 31, 2020

	2019 Balance	2020 Budget	YTD 5/31/20	2020 Balance
<b>INCOME</b>				
Prior Year Balance Forward	63048.46	53,798.55	53,798.55	
Miscellaneous	31.60		0.00	
Interest	1,259.79	1,000.00	400.79	599.21
Lake Assessment	123,499.74	184,000.00	175,251.64	8,748.36
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	7,586.54	11,413.46
Insurance Reimbursement	230.00		0.00	
YTD BALANCE	215,330.37	196,838.55	179,671.14	**
Maintenance and Repairs	27,349.68	19,000.00	7,586.54	11,413.46
Audit	200.00	400.00	0.00	400.00
Employer Taxes Paid	5,353.13	5,000.00	206.02	4,793.98
Employee Taxes Paid	13,657.87	12,500.00	502.09	11,997.91
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	1,273.84	7,726.16
Unemployment	12,879.09	7,500.00	1,004.29	6,495.71
Insurance	12,378.00	13,000.00	11,241.00	1,759.00
Labor Costs-Net	56,807.40	57,000.00	9,103.42	47,896.58
Legal	7,850.93	2,000.00	0.00	2,000.00
Miscellaneous	2,094.09	2,000.00	319.01	1,680.99
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	84.79	915.21
Printing/Legal Notices	157.36	300.00	73.29	226.71
Site Maintenance	1,107.76	1,500.00	221.80	1,278.20
Utilities	586.69	500.00	177.20	322.80
Web Site	250.00	360.00	60.00	300.00
Restoration Fund	360.03	5,000.00	0.00	5,000.00
Bouys	1,474.00	980.00	0.00	980.00
Endeavor Fire Department Donation	0.00		750.00	
<b>TOTALS</b>	<b>161,531.82</b>	<b>143,040.00</b>	<b>35,324.82</b>	
<b>BALANCE</b>	<b>53,798.55</b>	<b>_____</b>	<b>_____</b>	
*To be reimbursed by equipment fund	11,652.65	Checking Balance	28,123.55	
	42,145.90	Money Market	116,222.77	
	<u>53,798.55</u>		<u>\$ 144,346.32</u>	

Buffalo Lake P R District Equipment Fund  
June 30, 2020

<b>INCOME</b>	<b>2020 Budget</b>	<b>2020 YTD</b> 6/30/2020
<b>Prior year balance forward</b>	221,489.43	221,489.43
Misc Income Sale of Blue Harvester		0.00
Lake Assessments	61,000.00	57,366.38
Pontoon Boats		1,400.00
DNR Grant	31,896.72	0.00
Lake Plan Grant Final Payment		0.00
Interest	150.00	198.49
<b>TOTAL INCOME</b>	<b>314,536.15</b>	<b>280,454.30</b>
 <b>EXPENSES</b>		
<b>Checks</b>		0.00
Repairs & Maintenance	19,000.00	14,526.19
New Transporter	179,744.00	179,774.00
<b>TOTAL EXPENSES</b>	<b>198,744.00</b>	<b>194,300.19</b>
 <b>YEAR END</b>		
<b>BALANCE</b>	<b>115,792.15</b>	<b>86,154.11</b>

Buffalo Lake District Operating Fund  
June 30, 2020

	2019 Balance	2020 Budget	YTD 6/30/20	2020 Balance
<b>INCOME</b>				
Prior Year Balance Forward	63048.46	53,798.55	53,798.55	
Miscellaneous	31.60		0.00	
Interest	1,259.79	1,000.00	408.44	591.56
Lake Assessment	123,499.74	184,000.00	175,251.64	8,748.36
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	14,526.19	4,473.81
Insurance Reimbursement	230.00		0.00	
YTD BALANCE	215,330.37	196,838.55	186,618.44	**
Maintenance and Repairs	27,349.68	19,000.00	14,526.19	4,473.81
Audit	200.00	400.00	0.00	400.00
Employer Taxes Paid	5,353.13	5,000.00	877.53	4,122.47
Employee Taxes Paid	13,657.87	12,500.00	2,367.58	10,132.42
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	1,674.31	7,325.69
Unemployment	12,879.09	7,500.00	1,004.29	6,495.71
Insurance	12,378.00	13,000.00	11,241.00	1,759.00
Labor Costs-Net	56,807.40	57,000.00	21,549.46	35,450.54
Legal	7,850.93	2,000.00	795.00	1,205.00
Miscellaneous	2,094.09	2,000.00	1,079.01	920.99
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	84.79	915.21
Printing/Legal Notices	157.36	300.00	185.00	115.00
Site Maintenance	1,107.76	1,500.00	221.80	1,278.20
Utilities	586.69	500.00	220.04	279.96
Web Site	250.00	360.00	70.00	290.00
Restoration Fund	360.03	5,000.00	0.00	5,000.00
Bouys	1,474.00	980.00	0.00	980.00
Endeavor Fire Department Donation	0.00		750.00	
<b>TOTALS</b>	<b>161,531.82</b>	<b>143,040.00</b>	<b>59,367.53</b>	
<b>BALANCE</b>	<b>53,798.55</b>	<b>_____</b>	<b>_____</b>	
<b>*To be reimbursed by equipment fund</b>	<b>11,652.65</b>	<b>Checking Balance</b>	<b>31,020.63</b>	
	<b>42,145.90</b>	<b>Money Market</b>	<b>96,230.28</b>	
	<b>53,798.55</b>		<b>\$ 127,250.91</b>	