

Buffalo Lake P&R District Third Quarterly  
Board of Commissioner's Meeting  
Saturday June 12, 2021 8:00am  
Packwaukee Town Hall

- 1) Meeting called to order at 8:00 a.m. by Joe Dion
- 2) Roll Call: Bill Lewis, Al Rosenthal, Larry Haygood, Joe Dion, Vickki Trimble, Judy Nigbor, Jon Shiller
- 3) Changes or additions to agenda --- Joe asked that the acceptance of the minutes be April 10<sup>th</sup>, not the 13<sup>th</sup> as printed. Motion by Judy seconded by Vikki to approve the agenda. Approved 7-0
- 4) Acceptance of minutes from April 10, 2021 and May 8,2021. Motion by Vikki and seconded by Larry to approve the minutes. Approved 7-0.
- 5) Committee Reports
  - a. Finance & Dues
    - i. Larry gave the Treasurer's report. The balance in the checking account as of April 30, 2021 was \$13,752.29; in the operating fund the balance was \$141,281.37; and the equipment fund balance was 172,136.14. Total of \$327,168.80. The balance in the checking account as of May 31, 2021 was \$23,356.65; in the operating fund the balance was \$121,290.36; and the equipment fund balance was 182,727.84. Total of \$327,374.85. Motion by Al and seconded by Bill to accept the April and May Treasurer's reports as presented. Approved 7-0.

There was a discussion for the need to assemble a proposed budget for 2022 by dues and finance committee and present it to the board at the August meeting for approval to present at the annual meeting.

There was a discussion for the requirement of an audit for the annual meeting. Roe has volunteered to perform a review of the district's accounts and will present them at the annual meeting.

The chair brought up the subject of a dues increase. Due to the need to maintain a balanced budget, we are seeing our cost to operate the district rising and believe that we may in the future may not have funds to completely staff help for the weed cutting process. Current wages have been an issue in finding and employing help this year.

b. Harvesting

I. Update for Committee – Weekly updates have been being sent out and will continue throughout the harvesting season. Team is using the new segment maps. So far, all comments have been positive. Old transport was sold for \$25,000.00.

II. Possible Approval of Recommended Employees – Four new employees have been hired. Motion by Al and seconded by Larry to approve the new hires (Kade Panich, Cole School, Jeff Heiskanecz. and Steve Sommers). Approved 7-0

III. Discussion on Credit Card – There was a discussion on the district obtaining a credit card for use by the harvesting supervisor in getting parts, material and fuel. Currently, the supervisor is using their own and being reimbursed by the district. Motion was made to apply for a credit card with a maximum spending limit of \$10,000.00 by Al and seconded by Larry to approve obtaining a credit card with a maximum limit of \$10,000.00. Approved 7-0

IV. Hohenbach's Landing - The district with Town of Packwaukee permission added a 10 foot by 10-foot stone pad at the landing to allow the district to safely get the off-load conveyor in and out for weed disposal. Three bids were obtained and we accepted the bid for \$985.00.

V. Purchase of Wire Feed Welder - The district does not have wire feed welder. This would make repairs to our equipment safer and more reliable. Motion by Vikki and seconded by Judy to purchase the wire feed welder not to exceed \$2,000.00. Approved 7-0

VI. Discussion on increasing wages prior to the end of the probation period. Item was not on the agenda. Motion by Jon and seconded by Al to place the item of wages on the August meeting agenda. Approved 7-0

c. Communication - Communications policy was presented to the board. Motion to approve the communications policy as presented Motion failed for no second. Item will be placed on the August agenda.

d. Ecology – No report.

e. Fish Committee – Bill presented the committees report. Bill made a motion to accept the fish committees report, Attachment A., seconded by Al. Approved 7-0

6) Marquette County Lake Group/County/Town Reports – Al gave a report on the last meeting of the Marquette Lake Group. Marquette County Lake Groups annual meeting will be on September 9th. Anna (AIS specialist) from Golden Sands has moved on and Chris will be assuming her responsibly. County – Jon reported that there is additional work which must be done prior to the causeway project moving forward.

Town – Judy reported that new kiosks were installed at the landings. There will be an informational meeting at the town hall on June 29<sup>th</sup> at 6 pm regarding a potential new gravel pit on CTY “D”.

7) Lake Level – A Summary was given of the Zoom meeting which was held on June 1<sup>st</sup> with Senator Ballweg, DNR, Assemblyperson Dallman, Bill, Al and Joe. Discussion about the correct way to resolve the lake level issue. It has been stated that the petition is the correct way to obtain a change to the lake level agreement. Al asked Joe to have our attorney at the August Board meeting. Much discussion followed.

8) Unfinished Business – None

9) New Business – Gary and Robert reported that a harvester on a lake near Crivitz was for sale and in good shape. They will be looking at it with the possibility of purchasing, if approved by the board.

10) Announcements - District annual meeting will be held October 9,2021. Location to be determined.

11) Adjournment- Larry moved to adjourn the meeting. Meeting adjourned at 9:35.

## Buffalo Lake Fish Committee

(June 12, 2021 meeting notes)

A. The following area businesses support Buffalo Lake by contributing to an annual fund used to stock the lake with fish each fall. District members can show their support by patronizing these businesses -- and be sure to mention your appreciation. If you'd like more information, contact the Fish Committee chairs.

1. **Johnson Boats and Motors**, Hwy 23, Montello, WI
2. **Kathleen's Flour Bin**, Hwy 22, Montello WI
3. **Holiday Shopping Center**, Hwy 22, Montello, WI
4. **The Town Pump**, Hwy 23, Montello, WI
5. **Piers Plus**, Hwy 22, Montello, WI
6. **Hoffman Trees**, Montello, WI
7. **Rendezvous**, Hwy 22, Montello, WI
8. **Whitemarsh Properties**, Montello, Princeton, Westfield, WI.

B. A special thank you to Judy Rogala and Michelle Goldman for there behind the scenes work and technical expertise in volunteering their time.  
Another thank you to the fish committee.

Buffalo Lake P R District Equipment Fund  
April 30, 2021

<b>INCOME</b>	<b>2021 Budget</b>	<b>2021 YTD</b> 4/30/2021
<b>Prior year balance forward</b>	114,050.73	114,050.73
Lake Assessments	61,000.00	58,078.00
Interest	300.00	94.23
<b>TOTAL INCOME</b>	<b>175,350.73</b>	<b>172,222.96</b>
<b>EXPENSES</b>		
<b>Checks</b>		0.00
Repairs & Maintenance	19,000.00	86.83
<b>TOTAL EXPENSES</b>	<b>19,000.00</b>	<b>86.83</b>
<b>YEAR END</b>		
<b>BALANCE</b>	<b>156,350.73</b>	<b>172,136.13</b>

Buffalo Lake District Operating Fund  
April 30 ,2021

	2020 Balance	2021 Budget	YTD 4/30/21	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	238.98	761.02
Lake Assessment	184,022.28	184,000.00	174,712.64	9,287.36
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	86.83	18,913.17
Insurance Reimbursement	0.00		0.00	
YTD BALANCE	200,574.92	196,838.55	174,158.92	**
Maintenance and Repairs	21,554.81	19,000.00	86.83	18,913.17
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	1,250.00	1,250.00
Bookkeeper Expense	2,500.00	2,500.00	1,250.00	1,250.00
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	11,932.00	1,068.00
Labor Costs-Net	59,494.02	57,000.00	2,253.62	54,746.38
Legal	5,825.00	2,000.00	555.00	1,445.00
Miscellaneous	1,821.80	2,000.00	224.56	1,775.44
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	188.00	112.00
Site Maintenance	487.30	1,500.00	0.00	1,500.00
Utilities	446.89	500.00	138.64	361.36
Web Site	370.00	360.00	329.86	30.14
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>19,125.26</b>	
<b>BALANCE</b>	<b>56,375.29</b>		<b>155,033.66</b>	
	<u>56,375.29</u>		<u>155,033.66</u>	
*To be reimbursed by equipment fund				
	5,122.85	Checking Balance	13,752.29	
	51,252.44	Money Market	141,281.37	
	<u>\$ 56,375.29</u>		<u>\$ 155,033.66</u>	

Buffalo Lake P R District Equipment Fund  
May 31, 2021

<b>INCOME</b>	<b>2021 Budget</b>	<b>2021 YTD</b> 5/31/2021
<b>Prior year balance forward</b>	114,050.73	114,050.73
Lake Assessments	61,000.00	58,078.00
Transporter Sale		25,000.00
Interest	300.00	122.93
<b>TOTAL INCOME</b>	<b>175,350.73</b>	<b>197,251.66</b>
<b>EXPENSES</b>		
<b>Checks</b>		0.00
Repairs & Maintenance	19,000.00	14,523.82
<b>TOTAL EXPENSES</b>	<b>19,000.00</b>	<b>14,523.82</b>
<b>YEAR END</b>		
<b>BALANCE</b>	<b>156,350.73</b>	<b>182,727.84</b>

Buffalo Lake District Operating Fund  
May 31, 2021

	2020 Balance	2021 Budget	YTD 5/31/21	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	319.34	680.66
Lake Assessment	184,022.28	184,000.00	175,087.64	8,912.36
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	
Fish Fund	0.00		945.00	
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	14,523.82	4,476.18
Insurance Reimbursement	0.00		0.00	
YTD BALANCE	200,574.92	196,838.55	189,996.27	**
Maintenance and Repairs	21,554.81	19,000.00	14,523.82	4,476.18
Audit	0.00	400.00	0.00	400.00
Employer Taxes Paid	5,660.82	5,000.00	206.85	4,793.15
Employee Taxes Paid	14,394.60	12,500.00	450.38	12,049.62
Commissioners	2,500.00	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	11,456.49	9,000.00	990.00	8,010.00
Unemployment	3,261.53	7,500.00	0.00	7,500.00
Insurance	11,753.00	13,000.00	11,932.00	1,068.00
Labor Costs-Net	59,494.02	57,000.00	10,466.76	46,533.24
Legal	5,825.00	2,000.00	1,615.00	385.00
Miscellaneous	1,821.80	2,000.00	636.26	1,363.74
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	268.43	31.57
Site Maintenance	487.30	1,500.00	330.00	1,170.00
Utilities	446.89	500.00	163.15	336.85
Web Site	370.00	360.00	349.86	10.14
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>45,349.26</b>	
<b>BALANCE</b>	<b>56,375.29</b>		<b>144,647.01</b>	
	<u>5,122.85</u>	Checking Balance	23,356.65	
	<u>51,252.44</u>	Money Market	<u>121,290.36</u>	
	<u>\$ 56,375.29</u>		<u>\$ 144,647.01</u>	

\*To be reimbursed by equipment fund