

Phantom Lakes Management District  
March 28th, 2024, 6:00 pm Meeting Minutes

Virtual Meeting

**APPROVED**

- 1. Call to Order**
  - a. Meeting called to order by Chairman Joe Graczyk at 6:00 PM
- 2. Open Meeting Notice**
  - a. The meeting was noticed and posted according to law.
- 3. Roll Call**
  - a. Board Members Present: Joe Graczyk, Adam Miller, Jake Jagmin, Joanne Tlachac-Hehn, Scott Babinat, County Supervisor Darlene Johnson, and Town of Mukwonago Representative Dave Dubey. Also Present: Colleen Mutchler, Dawn Wilson, Joe Rice, Chad Klawitter, Paula & Pete Brieton, Steve Muth, Lisa Foreman, and Bob Brill.
- 4. Open Forum**
  - a. Having some website issues on the backend, many lines of code popping up and interfering with operation. Assistant can still operate site, just a bit timelier.
  - b. Secretary Jake Jagmin prompted the large audience to speak up with any concerns, comments or questions - no replies.
- 5. Announcements & Correspondence**
  - a. Email concerning a study of lakes after July fireworks from the DNR. Lower Phantom Lake is not a good spot for the study due to the Mukwonago River flowage.
- 6. TID-4 Impact on PLMD**
  - a. Massive tax increase, citizens concerned. PLMD's budget did not affect the tax increase. TID 4 was created in 2021, PLMD's understanding that the large increase was from missed tax years 2021 & 2022. TID 4 is set to end in 2026 or 2027.
- 7. Clean Boats Clean Waters Grant**
  - a. Received advancement check of \$1000 from State of Wisconsin for 2024 season.
  - b. Received final reimbursement from 2023 season from State of Wisconsin.
- 8. Harvesting Permit Update**
  - a. Secretary Jake Jagmin had a meeting with attorney Amundsen Davis on Friday 3/22 along with DNR attorney. No progress.
  - b. Three months stay in effect before court action.
- 9. Secretary's Report**

- a. Secretary Jake Jagmin made a motion to approve the January meeting minutes with an edit concerning Village Trustee Darlene Johnson vote and opposition of TID 4. County Supervisor Darlene Johnson seconds. Motion carries.
- b. Secretary Jake Jagmin made a motion to approve the Special February Meeting minutes with an edit made to sale of the harvester listing and payment time frame. Board member Joanne Tlachac-Hehn. Motion carries.

#### **10. Treasurer's Report**

- a. Treasurer's Report read by Treasurer Adam Miller. County Supervisor Darlene Johnson makes a motion to approve Treasurer's report. Board member Scott Babinat seconds. Motion carries.
- b. Discrepancy noted in the December 2022 Treasurer's report that effected all the Treasurers reports until January 2024. The ending balance was typed as \$31,121.39 not \$34,121.39 making all Treasurers reports off by \$3,000.
- c. All incorrect Treasurers reports have been adjusted and uploaded to the website and shared PLMD drive account.
- d. Discrepancy will have to be brought up at the 2024 annual meeting.
- e. A few scam emails came this month. No issue.

#### **11. PLMD Accounting**

- a. PLMD Auditor retired, Treasurer Adam Miller found a replacement, Business Accounting Tax Professionals LLC. Local to Waukesha County.
- b. BAT&P will run our payroll, complete our audit and taxes. Dissolving our relationship with Halpin Staffing Services will save almost \$11,000 a year.
- c. President Joe Graczyk to submit a written termination notice to Halpin Staffing and end contract.
- d. Treasurer Adam Miller makes a motion to procure B ATP for accounting and payroll needs under the condition payroll unemployment tax does not exceed 4.5% and termination of prior contract does not exceed 20% fee for ending contract. Secretary Jake Jagmin seconds, motion carries.
- e. Secretary Jagmin makes a motion to increase pay for the PLMD assistant from \$22.00 to \$24.50 for added accounting responsibilities and annual merit increase due to inflation. President Joe Graczyk seconds. Motion carries.

#### **12. Harvester Report**

- a. Harvester Manager Dawn Wilson reports. Discussion of employees over the summer. Chad and Brandy will be full time, potentially have a part time employee to cover vacations. A couple lake residents have expressed interest with limited availability.

#### **13. Request for Detachment**

- a. Resident Joe Rice petitions for detachment from the Phantom Lakes Management District. States he does not receive a benefit from his location

within the neighborhood of Phantom Lake. References to the deed, a right of way law, Waukesha County tax force and ordinances made. PLMD does not bear the burden of proving that 401 Lois Street does not belong within the Phantom Lakes Management District with deeded access to Mukwonago Shores Park.

- b. Secretary Jake Jagmin does not see enough evidence to overturn the 1999 ordinance passed by Waukesha County and makes a motion to deny Resident Joe Rice for removal from the district. Joanne Tlachac-Hehn seconds. Motion carries.

#### **14. YMCA Barn**

- a. Treasurer Adam Miller was with the Mukwonago Fire Chief during an annual inspection of the YMCA Barn. Electrical was not up to code and had to be disconnected, it was noted that there was no access to the meter and flammable items were stored against the building. The header will have to be replaced over the door. The inspector noted the building with the above issues otherwise seems to be in great condition.
- b. Lease states that PLMD has access to half of the barn for storage, PLMD leases the land the barn is on for \$1 per year.
- c. Another meter will need to be installed and wired to code. Resident Joe Kirchner has offered his services as a Master Electrician. A partition wall would be explored as well.
- d. Chairman Joe Graczyk in communication with Jeff from the Phantom Lake YMCA Camp. The camp is displeased with how this matter is being handled.

#### **15. New ILH-1000 Harvester & Sale of '94 Harvester**

- a. Success in selling the '94 harvester for \$50,000. The harvester was transported by purchasing company to Ohio. The harvester may have then been destroyed by an Ohio tornado.
- b. The new harvester is in the process of being painted and overall is ahead of schedule.

#### **16. 2024 Fireworks**

- a. Secretary Jake Jagmin submitted a permit to the Village, the topic will be in the Village Council of the Whole April Meeting.
- b. Northern Lights Drone Shows contacted PLMD about a drone show. A quote of \$10,000 for 100 drones and 15 minutes. PLMD is not interested currently.

#### **17. Town Property**

- a. Conditions of the lease are being communicated between the Village and the Town. The topic will be presented during the Town's April meeting.

#### **18. Next Virtual Meeting Thursday April 25<sup>th</sup>, 2024, at 6pm**

## **19. Adjournment**

- a. Motion made to adjourn meeting at 8:15pm by Secretary Jake Jagmin. Seconded by Town Representative Dave Dubey seconds. Motion carried.