

**Spring Brook Watershed Lake Management District Agenda**  
**Mukwonago Town Hall**  
**W320 S8315 Beulah Road**  
**Monday 11 September, 2023 at 6:30 PM**

**6:30 PM – Call Meeting to Order:**

**Open Forum:**

**Correspondence:**

**Organizational Meeting – Election of Officer – Chair, Secretary and Treasurer**

- Review role of commissioners, officers and Lake District responsibilities per WI Stats chap 33.
- Review the function and roles of the lake district and its' authority.
- Review initial draft of SBWLMD Annual Meeting Minutes from 19 August 2023.

**Secretary's Report**

- Review and act on Secretary's 12 June draft minutes – attached.

**Treasurer's Report:**

- Review and approve Treasurer's Report dated 31 July 23 - attached
- Review interest earning options for SBWLMD assets.
- Take action of bills.

**Watershed and lake information, dam maintenance and future needs:**

- Update on Municipal Dam Grant - Act on on DNR grant reimbursement request.  
Review standing dam orders and decide how to complete require bench mark survey.  
Review recent dam maintenance and plan for maintenance activities.
- Update on Dam Failure Analysis and Waukesha County flood plain ordinance revision.
- Water quality and general lake conditions.
- Nuisance animal update.
- Fish management update.
- Review SBWLMD policy regarding permitted use of motorized vehicles the dike.

**Legislative Update Town/County State:**

**Select dates for future meetings:**

**Adjournment:**

Posted 9 September, 2023 Waukesha County [Countyclerk@waukeshacounty.gov](mailto:Countyclerk@waukeshacounty.gov), Genesee and Mukwonago Town Halls and websites, Waukesha County Parks Rebecca, Waukesha County Invasive Species Coordinator, DNR Lakes Heidi Bunk and SEWRPC Chief Biologist Tom Slawski

**Spring Brook Watershed Lake Management District Draft Minutes**  
**Mukwonago Town Hall**  
**W320 S8315 Beulah Road**  
**Monday 12 June 2023 at 6:30 PM**

**6:30 PM – Call Meeting to Order:** All commissioners were present. Citizens in attendance included Brian Psichulis, Kathryn Bell and Chris Champagne. Invited resource people included Conservation Warden Chad Ziegler and Town of Mukwonago Police Officer Dan Effington.

**Open Forum:** Brian Psichulis expressed concern that the SBWLMD commissioners have not taken action on the issue of unauthorized motor vehicles on the dike. Brian provided information on past neighbor issues that he believes that the board of commissioners should have acted on. The current board of commissioners was only familiar with the unauthorized motor vehicles on the dike issue and will review the policy at the next SBWLMD board of commissioners meeting in September.

Secretary McNelly read an email from Paul Gruber regarding Paul's perspective that DNR hunting regulations indicate that hunting from the SBWLMD dike is illegal. Conservation Warden Chad Ziegler was present at the meeting and indicated that this regulation does not pertain to the SBWLMD dike, as it is similar to the dikes at Vernon Wildlife Area and Paradise Valley Wildlife Area both in Waukesha County. DNR allows hunting from the dikes at both these Wildlife Areas. Town of Mukwonago Police Officer Dan Effington, who was present for this discussion indicated that the Town Ordinance #42 defines Town restrictions on discharge of firearms within 100 yards of residences and buildings and from the boundaries of subdivisions. He offered that the SBWLMD dike does not fall within this town ordinance restricted firearm discharge area. He did indicate that the discharge of rifles is prohibited Town - wide with the exception of landowner's performing rodent control.

Kathryn Bell took the opportunity to ask Warden Zeigler for clarification whether it would be considered hunter harassment if a boater intentionally approached a hunter, who was legally hunting, and challenged them about hunting. Warden Zeigler replied depending on the situation it could be considered hunter harassment, which is an offense that could receive a citation.

**Correspondence:** Secretary McNelly reported that numerous correspondences were received during the past three months:

- 18 April 23 Secretary McNelly provided an report on SBWLMD activities for the past year at the Town of Mukwonago Annual meeting. Highlights included: completion of the dam failure analysis, a slight decrease in ice fishing pressure during winter 22-23 (194 vehicles for 22-23 and 255 for 21-22) and appreciation for the Town maintenance of their access.
- 18 April 23 Secretary McNelly completed and returned a Wisconsin Department of Revenue survey on boundary changes within SBWLMD. McNelly reported no boundary changes occurred.
- 21 April 23 Secretary McNelly completed and returned a workers compensation survey for Horton Insurance identifying number of employees, volunteers, elected officials and payroll. Horton's client manager cleared the audit on 2 June 23 and confirmed that the appropriate premium was paid by SBWLMD for the workers compensation term.
- 22 May 23 DNR Municipal Dam Grant financial cost share agreement. This item will be acted on later in this meeting

### **Secretary's Report**

- Review and act on Secretary's 13 March draft minutes. Minutes were reviewed and an error on the Town firearm discharge ordinance number was noted. The correct Town ordinance number is 42 not 43. Motion Guy with a second by Topczewski to approve the minutes as drafted with the corrected ordinance the number.

### **Treasurer's Report:**

- Review and approve Treasurer's Report. The treasurer's report was reviewed and SBWLMD assets totaled \$38707.44. A motion was made by Guy to approve this report as written. The motion was second by Topczewski and unanimously approved.
- Review interest earning options for SBWLMD assets. Treasurer Pritzlaff indicated that bank rates are very low and the Local Government Investment Pool (LGIP) rates have been increasing the past several months, as have CDs. However due to the liquidity of the LGIP assets and no penalties on withdrawals and the anticipated payments for the Liberty Outdoors contract that the majority of our assets should be retained in the LGIP account for now.
- Take action of bills. McNelly presented the liability insurance premium information. The premium increased from the previous year by two dollars to \$1917 for the period from 1 July 23 to 30 June 24. Motion by Guy with a second by Topczewski to pay this premium. The motion was unanimously approved.

### **Watershed and lake information, dam maintenance and future needs:**

- Update on Municipal Dam Grant: Ad Hoc Dam Chair Kathryn Bell presented an update on the municipal dam grant. SBWLMD was required to have a ten year engineering inspection on the dam completed. The board secured bids and awarded the contract to Stormwater Solutions Engineering (SSE). SSE performed the inspection and identified several deficiencies: excess brush along the earthen embankment, rodent burrows on the northern portion of the dike, slight erosion near the outlet pipe and repairs to the security fence and signage near at the outlet. That report was provided to the DNR who provided an updated maintenance order to repair the deficiencies and perform a dam failure analysis (DFA) and reaffirm the elevation bench marks for the dam. The SBWLMD board applied to the DNR for a municipal dam grant to address the items in the dam order. The grant application required a completed DFA, performed by a registered engineer. The DFA was bid out and a contract was given to SSE. That DFA was completed and then approved by the DNR, who sent the results to Waukesha County to complete modifications to the Waukesha County Shoreland Zoning Ordinance. Waukesha County sent letters to the affected property owners and held hearings in the two affected Townships – Genesee and Mukwonago. Because the areas that would be impacted by floodwaters in the event of a dam failure are already zoned C-1, wetland or high ground water zones construction of residential structures is already restricted. Both hearings generated recommendations in favor of approving the new floodplain restrictions. Waukesha County will adopt the ordinance modification and changes to the official flood plain map this fall. This ordinance will result in a reduced hazzard rating for the SBWLMD dam and will reduce required inspection frequency into the future.
1. Review and action on DNR grant acceptance letter (attached). The DNR has offered a 50% match grant for the work identified in the dam grant application and the the DNR order. The maintenance activities were bid out and the low bidder, Liberty Outdoors, was selected and approved by the DNR dam engineer overseeing the repairs, authorizing costing sharing of 50

percent of the cost of the work. A motion by Guy to approve the cost share agreement with DNR was made. Topczewski second the motion which was unanimously approved.

2. Prepare for start up of contract repairs on dam. Liberty Outdoors expects to start staging equipment on site and plans to finish the project by the end of July. Because project will use heavy mowing equipment, which can throw chips and branches all lake users should stay at least 100 yards away from the equipment when it is in operation.
3. Review standing dam orders and decide how to complete require bench mark survey. A pre-existing bench mark is located on the Pritzlaff property. Ad Hoc Dam chair Bell will review the dam file and develop a plan to confirm dam elevations or re-establish the bench mark.
  - Update on Dam Failure Analysis and Waukesha County flood plain ordinance revision. Waukesha county held two joint hearings – one with Genesee and the other with Mukwonago. Both hearing resulted in recommendations to approve the ordinance modification and new flood plain maps. This recommendation has to go to the County Parks Committee and full County Board of Supervisors for approval. Approval is anticipated to be completed by September. At that time a request to the DNR will result in a reduction of the dam hazard rating, reducing our engineering inspection requirements the the future.
  - Water quality and general lake conditions. The lake is generally clear and vegetation is a little below normal.
  - Nuisance animal update. No impacts other than numerous grazing geese have been noted on the dam and other short grass shore line areas. Shorelines with tall grass do not seem to have a large amount of goose use. Two beaver were removed last winter, however numerous trees along the south shore have been chewed up. This situation needs to be monitored to ensure the dam is not impacted by burrowing. Muskrat burrowing has been noted in many areas around the lake, but inspection of the dam this spring did not show any significant areas of damage.
  - Fish management update. The DNR performed two electro-shocker surveys in the past ten years and stocked northern pike the past three years. This stocking will be suspended because the genetic strain of northern pike currently raised in DNR hatcheries is not well suited to Willow Springs Lake. Casual observations of angling success indicated the size ranges of bluegill and bass is up, but catch rates are down. The voluntary winter creel survey was not performed this past year due to poor participation. Car counts at the Town access have been done and counts for this past winter were reduced - 191 vehicles as opposed to the higher use in winter 21 -22 – 244 vehicles.

#### **Annual meeting preparation:**

- Select date and format and set agenda. The annual meeting will be held on Saturday 19 August at 9:30 AM.
- Guest speaker or social? Commissioners decided since there are a number of new families residing within the district that a social with a potluck might encourage attendance and help newcomers to become involved
- Review and approve Treasurer's draft budget. Commissioners approved the 2024 draft budget proposal developed by Treasurer Pritzlaff. That draft budget will be sent out with the agenda for approval at the annual meeting.
- Select audit committee:
- Solicit nominations for term being completed by Bruce Pritzlaff. Pritzlaff indicated an interest in running for another term on the board of commissioners. Nominations from floor will be received and a commissioner will be elected by secret ballot at the annual meeting.

**Legislative Update Town/County State:** Nothing to report.

