

Spring Brook Watershed Lake Management District Minutes 6-21-10

Chairman Kincaid called the meeting of June 21, 2010 to order as posted, delivered or mailed out to District members and everyone said the Pledge of Allegiance.

Board Members Present: Doug Kincaid, Karen McNelly, Greg McLain, and Peter Topczewski

Others present included district members Jim McNelly.

Items Discussed and Actions taken by the Board:

Correspondence: Doug

- Doug read a letter sent to him as President of SBWLMD. The letter was from the Wisconsin DNR and it informed us that there are new rules regarding regular dam inspections. Although the letter said that more information was forthcoming, the two key points are that SBWLMD will need to have the dam inspected regularly and that the inspection must be performed by a State recognized or schooled engineer.
 - Greg M will contact an engineer friend that may be qualified to perform the inspections.
- Discussion on insurance
 - The Treasurer (Mike) to give the following documents to the Secretary
 - A copy of the Agenda
 - Recommended Budget
 - Audit (all audit associated documents to be approved by the Board)
- Discussion on expense reimbursements
 - Treasurer must remind all who request reimbursement payments to use the voucher process established a few years ago. All expenditures must be approved by the board.
 - All receipts and vouchers must be accounted by the annual audit committee.
 - Treasurer will email blank copy of voucher to all Board members
- Work Party update
 - Work performed on May 28th.
 - Rodent and erosion control maintenance was performed
 - Deciduous and noxious weeds were eradicated
 - It was noted that the top of the dam is still sparsely covered with grass.
 - Karen M will have a soil test performed. (Expense was voted on and approved to be around \$20.)
 - McNelly's will try to find and use an aerator to promote healthy grass
- Annual Audit
 - Greg M will ask Bethany McLain to perform the financial audit for '09-10. The McLain's will solicit a neighbor to help perform the audit. (Bobbie P or Pat N). Greg M said that he has an accountant friend that may also help out.
 - It was noted once again that the voucher process for expenditures be used to help the Audit Committee.
- Annual Meeting
 - Will be at the Kincaid's home
 - 9:00 AM
 - August 28th 2010

Secretary's Report: Greg M.

- Secretary's report from April meeting was not available and will be read at the next meeting.

Treasurer's Report: Read by Karen M on behalf of Mike S.

- Financial report
 - Checkbook
 - Beginning balance of \$8,089.45
 - Ending balance of \$8,085.63
 - Expenses included, work party supplies, WAL dues
 - Income was from bank interest and Lottery credit.
 - Certificate of Deposit
 - Beginning \$16,535.10
 - Ending \$16,573.53
 - Income from April and May interest (1.39%)
- Treasurer must get the Audit preparation documents to Bethany M no later than June 26th, 2010.
- A motion was made and approved to have the Treasurer register the Wisconsin Tax ID number with The Home Depot, Wal-Mart, Ace Hardware, Tractor Supply and Frontier FS Palmyra (Tordon supplier).
 - There may be confusion in regards to the Tax ID number. Mike and Doug need to discuss the validity of the Tax ID number (s?)

Discussion of Dam Activity: Jim M.

- Jim M notified Spring Lake Board Members of Beaver activity on the southern most inlet of Willow Spring Lake. It is their responsibility to manage the activity. Spring Lake is also experiencing damaging high water levels.
- Greg M has seen as many as two beaver at the same time eating water lilies off his shoreline.
- It was suggested that the Board take action steps to have the weir pipe inspected and or relined.

Next meeting date:

- Is tentatively scheduled for 7pm Monday, July 12th 2010 at the Mukwonago Town Hall.
 - Topics for discussion include
 - Preparation for Annual Meeting
 - Financial Audit approval
 - A draft version has to be to Rob Krohlow by July 9th so we can apply for and receive timely rebate credit.

Adjournment:

- Greg made a motion to adjourn at 8:15pm. It was seconded by Doug and was unanimously approved.

Greg McLain

Secretary

Date Approved: _____