

NOTE LOCATION CHANGE

## Rock Koshkonong Lake District

Board of Commissioners

January 6, 2020

6:00 p.m.

Edgerton Public Library

101 Albion Street

Edgerton WI 53534

1. Call to Order
2. Confirmation of Meeting Public Notice
3. Approval of Agenda(action)
4. Approval Draft December 3, 2019 Meeting Minutes (action)
5. Public Participation (agenda items only)
6. Treasurers Report
  - none
  - bills(discussion/action)
7. Lake Management
  - none
8. Indianford Dam Report
  - evaluation of two powerhouse retrofit concepts (discussion/action)
  - gate type and location change (discussion/action)
  - additional fee for retrofit concepts study (discussion/action)
9. Landing and Lake
  - none
10. Resolutions
  - none
11. Public Comment
12. Comments from Commissioners
13. Adjourn

**DRAFT - NOT APPROVED**  
**DECEMBER 3, 2019**  
**BOARD OF COMMISSIONERS MEETING MINUTES**  
**ROCK KOSHKONONG LAKE DISTRICT**

Chair Alan Sweeney called the meeting to order at 6:00 P.M. Board of Commissioner members present were Treasurer Mark Meyer, Steve Proud, Jim Bowers, Supervisor Kerry Hull and Michael Shumaker along with several district members.

Sweeney confirmed the meeting agendas were posted.

**APPROVE AGENDA:** A Proud/Shumaker motion to approve the December 3, 2019 agenda passed, all voted in favor.

**APPROVE MINUTES:** Proud requested the meeting minutes for October 17, 2019 to include the public comment from Linn Duesterbeck stating there was no value in doing the boat landings around the lake and increase public access to the lake.

A Proud/Sweeney motion to approve the October 17, 2019 minutes with amendments passed, all voted in favor.

**TREASURER'S REPORT:** Meyer presented the Treasurer's report.

Bowers questioned if the money market account over \$250,000 should be split into multiple accounts to avoid the FDIC insured limit. Meyers will research the maximum FDIC insured limit and present at the next meeting.

A Hull/Shumaker motion to approve the bills in the amount of \$5,225 and the Treasurer's report passed, all voted in favor.

Chairperson Sweeney presented a legal representation quote from Thompson Legal, LLC. Shumaker presented a quote from Stafford & Rosenbaum. The quote is \$175/hour for Attorney Thompson, partner fee \$150/hour, and a \$60/hour per staff cost. The agreement does not include an ongoing retainer.

A Meyers/Shumaker motion to retain Thompson Legal, LLC to represent the Rock-Koshkonong Lake District on as needed basis passed, all voted in favor.

**INDIANFORD DAM REPORT:**

Shumaker stated all gates are open.

Sweeney presented the two bids from engineers, Ayres Associates and Mead & Hunt. Rob Montgomery has recommended approving the low-cost proposal received from Mead & Hunt for \$63,200. The approved proposal would be based on a design build for a crest gate.

A Bowers/Proud motion to award the Request for Proposal for the engineering services for Phase 1 of the spillgate at the Indianford Dam to Mead and Hunt in the amount of \$63,200 passed, all voted in favor.

Chairperson Sweeney stated the Indianford Dam operator has requested small tools for the maintenance of the Dam. The committee discussed options to purchase.

Meyers recommended keeping the velocity meters and depth gauges. He confirmed the National Weather Service uses them to provide flood forecasting.

**LANDING AND LAKE ACCESS:**

Bill Burlingame presented Town of Albion Chairperson Bob Venske's recommended process to acquire the Hammacher boat landing. Burlingame stated the owners of the proposed land for the Hammacher Boat Landing have expressed interest in selling at the appraised value. Land appraisal quotes received were \$1200-\$1500 from Tim Anderson and a quote from Duesterbeck for \$2000. Both stated it was a 30-day turnaround time.

Bowers recommended presenting the owners with an option to purchase to include contingences for an appraisal and survey.

A Proud/Hull motion to hire Tim Anderson to complete an appraisal on the land for the Hammacher boat landing not to exceed \$1500 passed, all voted in favor.

**RESOLUTIONS**

Sweeney reviewed the proposed 2019-1 RKLD Policy and Procedures.

A Hull/Meyers to motion to change Rule 1A in reference state statute 33 and amend 1C to have monthly meetings on the first and third Thursday of every month and add language that the Chairperson can cancel a meeting due to lack of business, passed all voted in favor.

A Hull/Meyers motion to change rule 2B to update the format of agenda passed, all voted in favor.

Proud recommended a change to Rule 2L to include appointed commissioners serve a one-year term.

A Meyers/Shumaker motion to amend the financial reporting section of the policy as attached by Meyers passed, all voted in favor.

**PUBLIC COMMENT:**

- Justin Schultz inquired from Treasurer Mark Meyers and Steve Proud on if the segregated funds and lake restoration fund was used not for the specific uses. Justin Schultz stated this meeting was the most productive meeting he has attended.
- Barbara McGann recommended public record policy to be put in place. She recommended inspection for artifacts on the boat landing.
- Burlingame suggested the public record be hard copy based in the future.
- Jerri Shumaker thanked the board for seeking remedies to assist with the flooding issues to stop the shoreline from continual deterioration.

**COMMENTS FROM COMMISSIONERS:**

- Sweeney stated there has been activity on the debris underneath the Indianford bridge. The Department of Transportation and Department of Natural Resources are drafting a letter to be sent to the general contractor to remove the rubble.

Being no other business before the board, a Proud/Shumaker motion to adjourn passed, all voted in favor.

## **2019-1 RKLD Policy and Procedures Amendment to Financial Reporting**

Meyers recommended striking the following from Rule 3B of the 2019-1 Policy and Procedures Document:

1. Balance sheet of assets by account, cash, savings, CD's etc., with account numbers and balances including one-year prior balances.
2. Checks with numeric order identifier and account numbers and balances including one-month prior balances.
3. Credit balances with account name and number and one-month prior balances.
4. All accounts receivable with account name and number. 5. Any outstanding contracts, bills due, or liabilities by name and amount due.

### 3B. 1 Balance Sheet (General Fund)

- Beginning Balance
- Additions
- Subtractions
- Support with bank account activity (general fund statement)
- Bills to be paid
- Ending Balance
- Anticipated spending through fiscal year end

### 3B.2 Fund Balances

- Lake Restoration Fund (Money Market)
- Dam Fund (Money Market, CDs and applicable maturity dates)
- Project Allocations (must meet the intent of the fund)
- Total of all Funds

### 3B.3 Changes to existing accounts and Services

### 3B.4 Purchase Order Request (Not required for items related to annual operations)

- Identify (Budgeted) Project Service is needed for
- Identify Scope of work and Cost
- Approve Purchase order for a specific or not to exceed amount.
- Pay upon acceptable completion. Apply cost to budgeted item.
- Change or additions will require board approval.

### 3B.5 Quarterly Budget Update

- Verify Cost of Operations are tracking
- Lake Management Budget Items, Cost to date, Committed Cost (Open POs), Net
- Request to move funds (Lake Management Budgets)

## Opinion of Probable Construction Cost

Indianford Dam Gated Spillway  
Conceptual Design  
12/19/2019

| Item                                       | Quantity | Units | Unit Cost | Subtotal  | Contingency | Total              | Comment  |
|--|----------|-------|-----------|-----------|-------------|--------------------|--|
| <b>Gate Installation</b>                   |          |       |           |           |             |                    |  |
| Mobilization                               | 1        | LS    | \$120,000 | \$120,000 | 50%         | \$180,000          | Crane, dewatering pumps, excavator, dump truck, barge                                    |
| Cofferdam and Dewatering                   | 1        | LS    | \$10,000  | \$10,000  | 50%         | \$15,000           |  |
| Concrete Retaining Wall Removal            | 19       | CY    | \$300     | \$5,700   | 50%         | \$8,550            |  |
| Backfill Excavation                        | 110      | CY    | \$30      | \$3,300   | 50%         | \$4,950            |  |
| Bedrock Excavation                         | 47       | CY    | \$50      | \$2,350   | 30%         | \$3,055            |  |
| New Concrete                               | 80       | CY    | \$500     | \$40,000  | 40%         | \$56,000           | Spillway abutments and sill  |
| 16' x 10' Crest Gate w/ Hydraulic Operator | 1        | EA    | \$300,000 | \$300,000 | 20%         | \$360,000          | Based on Steel-Fab quote   |
| Crest Gate Installation                    | 1        | LS    | \$45,000  | \$45,000  | 30%         | \$58,500           | Assume 15% of crest gate cost  |
| Installation Electrical                    | 1        | LS    | \$5,000   | \$5,000   | 50%         | \$7,500            | Assume tying into existing electrical (no modifications); transformer could add \$10,000 |
| <b>Total</b>                               |          |       |           |           |             | <b>\$693,555</b>   |  |
| <b>Excavation, Removal, and Misc.</b>      |          |       |           |           |             |                    |  |
| Backfill Excavation                        | 110      | CY    | \$30      | \$3,300   | 50%         | \$4,950            |  |
| Concrete and H-Pile Removal                | 40       | CY    | \$300     | \$12,000  | 50%         | \$18,000           |  |
| New Concrete                               | 10       | CY    | \$500     | \$5,000   | 40%         | \$7,000            | Pier nose  |
| Channel Dredging                           | 250      | CY    | \$300     | \$75,000  | 70%         | \$127,500          | Upstream and downstream; river rock removal with excavator and barge                     |
| <b>Total</b>                               |          |       |           |           |             | <b>\$157,450</b>   |  |
| <b>Construction Cost</b>                   |          |       |           |           |             | <b>\$851,005</b>   |  |
| <b>Contractor Profit (10%)</b>             |          |       |           |           |             | <b>\$85,101</b>    |  |
| <b>Total Construction Cost</b>             |          |       |           |           |             | <b>\$936,106</b>   |  |
| <b>Engineering</b>                         |          |       |           |           |             |                    |  |
| Phase 1 Engineering                        | 1        | LS    | \$63,200  | \$63,200  | 0%          | \$63,200           |  |
| Phase 2 Engineering                        | 1        | LS    | \$70,000  | \$70,000  | 10%         | \$77,000           |  |
| Permitting                                 | 1        | LS    | \$10,000  | \$10,000  | 30%         | \$13,000           |  |
| <b>Total Engineering Cost</b>              |          |       |           |           |             | <b>\$153,200</b>   |  |
| <b>Total Project Cost</b>                  |          |       |           |           |             | <b>\$1,090,000</b> |  |

Information presented on this sheet represents our opinion of probable project costs in 2019 dollars, and is based upon limited engineering. Unit and lump sum prices are based on costs for similar projects, vendor quotes, engineering judgment, and/or published cost data. Actual bids and total project costs may vary based on contractor's perceived risk, site access, season, market conditions, etc. No warranties concerning the accuracy of costs presented herein are expressed or implied.







