

OCTOBER 17, 2019
BOARD OF COMMISSIONERS MEETING MINUTES
ROCK KOSHKONONG LAKE DISTRICT

Chair Alan Sweeney called the meeting to order at 6:05 P.M. Board of Commissioner members present were Treasurer Mark Meyer, Secretary Jim Jelinek, Steve Proud, Jim Bowers, and Michael Shumaker along with several district members. Supervisor Kerry Hull arrived at 6:18 PM.

Sweeney confirmed the meeting agendas were posted.

APPROVE AGENDA: A Jelinek/Proud motion to approve the October 17, 2019 agenda passed, all voted in favor.

APPROVE MINUTES: Proud requested the meeting minutes for September 19, 2019 to include that the Treasurer did not have the current or renewal interest rates for the CD maturing in November.

A Jelinek/Shumaker motion to approve the September 19, 2019 minutes with amendments passed, all voted in favor.

TREASURER'S REPORT: Meyer presented the report. Meyer recommended a future review on property damage for insurance as the current policy does not include coverage.

A Proud/Jelinek motion to approve the bills list as provided passed, all voted in favor.

A Jelinek/Shumaker motion to approve 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.

A Jelinek/Shumaker motion to postpone discussion on attorneys until the November meeting passed, all voted in favor.

INDIANFORD DAM REPORT:

Shumaker stated all gates are open. The dam operator has started a recorded cleaning chart reporting times and tasks completed.

Shumaker presented the Request for Proposal drafted by Emmons & Olive for the installation and construction of the tainter gate. The bids are due Monday, November 18th. The commission discussed the option to apply for a grant or to start the process earlier without waiting for grant funds. Sweeney presented additional grant options.

A Proud/Shumaker motion to approve the Request for Proposal for the engineering services and investigation design and construction time services spillgate at the Indianford Dam passed, all voted in favor.

Sweeney stated additional costs from Rob Montgomery are needed to administer the bid process. The committee discussed the process to hire an engineer to complete this work.

A Shumaker/Proud motion to allow the Indianford Dam Committee to oversee Rob Montgomery as the review committee including the receiving and reviewing of bids passed, all voted in favor.

The committee discussed options to pay for the Indianford Dam tainter gate completion after bids are received.

Meyers presented an update on the USGS velocity meters. Jelinek will research the safety concerns and the need for water rescues. Meyers will investigate further in the cost and use for the velocity meters.

LANDING AND LAKE ACCESS:

Bowers reviewed the three different options received to provide for professional survey, design and construction management services for the proposed development of a boat landing. Bowers recommended drafting an option to buy the land. Sweeney stated grant options and possible land ownership may be available with Dane County Parks. Bowers requested this be an action item for the next scheduled meeting.

Linn Duesterbeck stated, "I think we are all paying money into the lake district and we need it for to serve the constituents and not the public. Basically, the local people want to go and dock their boats and put it on their landing and they won't take up parking and everything else. They just need a feasible boat landing. I think you could poll a lot of people as I have well that's really what they want."

DISCUSS AND CONSIDER 2019-1 RKL D POLICY AND PROCEDURES: The committee discussed the RKL D Policy and Procedures. Due to time constraints, this will be discussed at a future meeting.

PUBLIC COMMENT:

- Bill Cylbak asked for an update on the low water level and who will be following up with the Department of Natural Resources
- Barbara McGann suggested an annual review of professional services and implement a permanent record process.
- Joanne Woodman Hodge recommended Chairperson Sweeney limit public comment during the meetings to be most effective.
- Eric Richardson asked if the tainter gate will allow the district to raise the water level in Janesville and if issues will arise with this change.
- Mark Richardson stated that the lake district should use the district funds to provide services such as the velocity meters to provide as much information as possible to members.

COMMENTS FROM COMMISSIONERS:

- Proud addressed the open records request discussed during public comment. He stated the velocity meters are necessary especially if used for a safety concern.
- Shumaker stated the fieldwork has been complete and waiting for the DNR to review for the water level increase.
-

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

RKLD General Fund Balance - Invoices for Approval 10-14-2019

Revenue through 10-14-2019	\$	169,762.50
September Deposit (283.62 + 2264.40 +266.75)	\$	<u>2,814.77</u>
YTD Revenue	\$	172,577.27
General Fund Balance 10/14/2019	\$	89,877.66
USGS	\$	(20,550.00)
EOR- MARS August 2019 (Boat Landing & Dam)	\$	(2,007.00)
EOR- MARS August 2019 (Boat Landing	\$	(605.00)
Balance after current bills are paid	\$	66,715.66
Q4 Ancipated Costs of Operations	\$	(12,500.00)
Tainer Gate RFP	\$	(3,000.00)
Wheeler , Van Sickle, & Anderson- August 2019	\$	<u>(5,000.00)</u>
2018 Balance Forward (projected)	\$	46,215.66
8-22 forecast \$45,000 + Sept deposit \$1,193.3= \$46,193.30		
9-22 forecast \$46,504.97		

RKLD Cancelled Accounts 9-19-2019

Annual Savings

Frontier Online	\$	738.60
Centurylink	\$	810.12
Bliss Communications	\$	294.00
Total Annual Savings	\$	1,842.72

Under Evaluation

Annual Savings

USGS Velocity Meters (2) If velocity measurements are not required	\$	12,000.00
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- * note to expect one time cost to remove and install new guages
- * USGS cost share would decrease as well.

Update: USGS and WIDNR could not verify the need - see graphs and emails ask Kim if he uses the data to operate the dam? 15yrs x 12K = \$180,000

Reporter \$3,477.83 paid to date

Daily Jefferson \$658.43 paid to date

Hometown News \$2,957.07 paid to date

Update: Bill Burlingame suggested we post in legal rather than general as the Town of Koshkonong has saved on public notices this way.

Insurance Policies- evaluate coverages and limits \$3,500/year

Note: Insurance policy is a municiple standard bundle. It doesn't appear we have coverage on the real property or catostrophic/terrorism coverage

RKLD Bank Accounts and Proposed Fund Allocation

10/14/2019

Proposed Long Term CD due 11/8/2019	\$	207,473.59
2019 General Fund Forcasted Balance	\$	46,215.66
Money Market- Lake Fund	\$	106,739.03
Money Market- Dam Fund	\$	<u>51,706.67</u>
Total Cash Available	\$	204,661.36
CD due 1-19-2020	\$	234,069.75
CD due 7-9-2020	\$	204,008.28
2020 Boat Landing Funding	\$	68,000.00
2020 Indianford Dam Modification Funding	\$	<u>50,000.00</u>
Total Project Funds	\$	760,739.39



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Accounts Overview

Your last eAdvantage Internet Banking login was on Wednesday, Oct 2, 2019.

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[-] Deposit	Starting Balance	Available Balance	Current Balance
CD1 Dam Mgt Fund, *98-1 [v]		✓ 234,069.75	
CERTIFICATE OF DEPOSIT, *98-2 [v]		✓ 207,473.59	
CERTIFICATE OF DEPOSIT, *98-3 [v]		✓ 204,008.28	
MM Dam Segregated Fund, *8428 [v]	51,706.67	51,706.67	✓ 51,706.67
MM Lake Segregated Fund, *3406 [v]	106,739.03	106,739.03	✓ 106,739.03
SMALL BUSINESS ADV Checking, *1842 [v]	89,877.66	89,877.66	89,877.66 ✓
Total Deposit:	\$248,323.36	\$248,323.36	\$893,874.98

New messages:	36
Unpaid bills:	0
Scheduled bill payments:	0
Scheduled internal transfers:	0
Scheduled credit card payments:	0

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SMALL BUSINESS ADV Checking, *1842, Available \$89,877.66

SMALL BUSINESS ADV Checking, *1842

Starting balance: \$89,877.66 • Current balance: \$89,877.66 • Available balance: \$89,877.66 • [View account information](#)

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Date	Number	Description †	Withdrawals	Deposits	Balance ‡
10/07/2019		PREAUTHORIZED DEBIT Alliant - WPL PAYMENT 191007	45.44		89,877.66
10/07/2019		PREAUTHORIZED DEBIT Alliant - WPL PAYMENT 191007	22.86		89,923.10
10/02/2019		DEPOSIT		+ 283.62	89,945.96
09/20/2019		ELECTRONIC BILL PAY IB9CA3L8 WILD ROSE MACHINE 1497184	+ 2,901.25		89,662.34
09/20/2019		ELECTRONIC BILL PAY QB1CQ3Y8 GOE ONTERNATIONAL 1497184	3,000.00	✓	92,563.59
09/20/2019		ELECTRONIC BILL PAY UBXCO3Y8 EMMONS & OLIVIER R 1497184	3,960.00	✓	95,563.59
09/20/2019		ELECTRONIC BILL PAY IB4CU3Y8 EMMONS & OLIVIER R 1497184	3,419.50	✓	99,523.59
09/20/2019		ELECTRONIC BILL PAY ABECV3Y8 GMS EXCAVATORS INC 1497184	2,153.62		102,943.09
09/20/2019		ELECTRONIC BILL PAY GB6CM3Y8 WHEELER VAN SICKLE 1497184	6,126.00	✓	105,096.71
09/20/2019		ELECTRONIC BILL PAY 1B4CW3Y8 WHEELER VAN SICKLE 1497184	5,244.75	✓	111,222.71

Handwritten notes:
 1492.44
 + 600.00
 + 61.18

 2153.62

09/20/2019	<u>ELECTRONIC BILL</u> <u>PAY NBSCU3Y8</u> <u>SUMMIT ACCOUNTING</u> <u>1497184</u>	2,840.00 ✓	116,467.46
09/20/2019	<u>DEPOSIT</u>	+ 2,264.40	119,307.46
09/16/2019	<u>PREAUTHORIZED</u> <u>DEBIT CenturyLink</u> <u>SPEEDPAY 190916</u>	67.33	117,043.06
09/16/2019	<u>CREDIT REVERSAL</u> <u>RETURN ACH</u>	61.55	117,110.39

117048.84

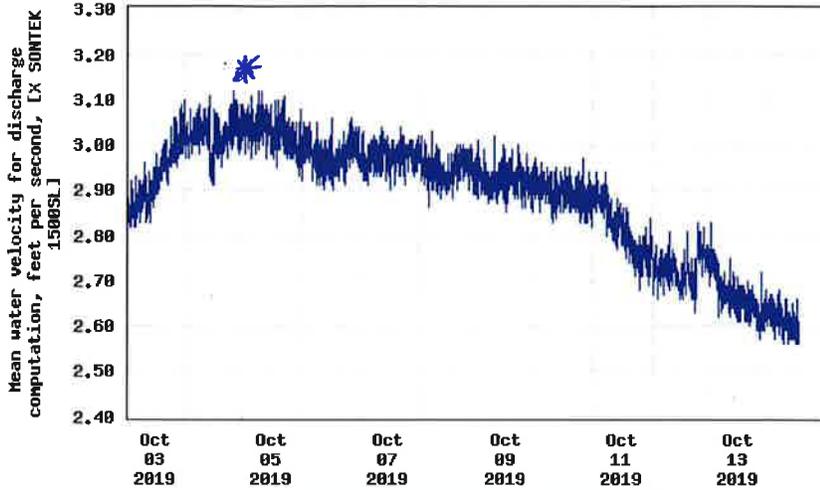
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† To add a personal note to the transaction or assign the transaction to a category, click the link within the Description column.

‡ During nightly processing, your account balances are updated with current-day transaction information. Once this processing is complete, all balances reflect the most current information.

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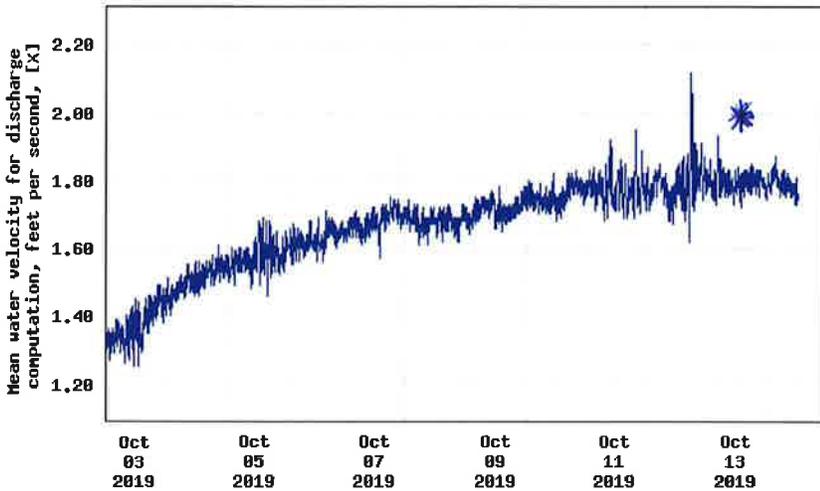
USGS 05427085 ROCK RIVER AT ROBERT STREET AT FORT ATKINSON, WI



Daily Discharge
7150 CFS

----- Provisional Data Subject to Revision -----

USGS 05427530 ROCK RIVER AT NEWVILLE, WI



Daily Discharge
7220 CFS

----- Provisional Data Subject to Revision -----

Upstream flow decreasing
Downstream flow increasing

* Peak flows lag 8 days suggesting
many other factors not just upstream
sources

First Community Bank Statements- 2017

<u>month</u>	<u>beginning</u>	<u>additions</u>	<u>ending</u>	<u>spent</u>
17-Jan	\$ 9,571.91	\$ 19,532.60	\$ 27,246.50	\$ (1,858.01)
17-Feb	\$ 27,246.50	\$ 75,059.00	\$ 101,603.71	\$ (701.79)
17-Mar	\$ 101,603.71	\$ 34,228.45	\$ 47,847.04	\$ (87,985.12)
17-Apr	\$ 47,847.04	\$ 62.55	\$ 36,571.28	\$ (11,338.31)
17-May	\$ 36,571.28	\$ 107.70	\$ 24,880.01	\$ (11,798.97)
17-Jun	\$ 24,880.01	\$ -	\$ 23,677.91	\$ (1,202.10)
17-Jul	\$ 23,677.91	\$ 17,604.15	\$ 8,807.63	\$ (32,474.43)
17-Aug	\$ 8,807.63	\$ 295.54	\$ 6,402.76	\$ (2,700.41)
17-Sep	\$ 6,402.76	\$ 50,000.00	\$ 55,698.55	\$ (704.21)
17-Oct	\$ 55,698.55	\$ 35,561.48	\$ 61,843.51	\$ (29,416.52)
17-Nov	\$ 61,843.51	\$ 11,688.88	\$ 10,166.07	\$ (63,366.32)
17-Dec	\$ 10,166.07	\$ 895.00	\$ 3,779.93	\$ (7,281.14)

2017 Revenue	\$ 245,035.35	2017 Cost	\$ (250,827.33)
Reported	\$ 190,354.00		\$ (163,897.00)
		2017 net	\$ (5,791.98)
		2017 YE Balance	\$ 3,779.93

First Community Bank Statements- 2018

<u>month</u>	<u>beginning</u>	<u>additions</u>	<u>ending</u>	<u>spent</u>
18-Jan	\$ 3,779.93	\$ -	\$ 3,063.51	\$ (716.42)
18-Feb	\$ 3,063.51	\$ 48,052.25	\$ 50,399.37	\$ (716.39)
18-Mar	\$ 50,399.37	\$ 115,641.15	\$ 93,649.23	\$ (72,391.29)
18-Apr	\$ 93,649.23	\$ 19,204.55	\$ 95,273.88	\$ (17,579.90)
18-May	\$ 95,273.88	\$ -	\$ 87,695.35	\$ (7,578.53)
18-Jun	\$ 87,695.35	\$ 103.50	\$ 72,155.55	\$ (15,643.30)
18-Jul	\$ 72,155.55	\$ 937.28	\$ 59,972.16	\$ (13,120.67)
18-Aug	\$ 59,972.16	\$ 4,315.40	\$ 43,980.23	\$ (20,307.33)
18-Sep	\$ 43,980.23	\$ 4,577.69	\$ 42,582.35	\$ (5,975.57)
18-Oct	\$ 42,582.35	\$ 3,531.23	\$ 27,215.09	\$ (18,898.49)
18-Nov	\$ 27,215.09	\$ 48.60	\$ 13,392.95	\$ (13,870.74)
18-Dec	\$ 13,392.95	\$ 959.51	\$ 3,437.21	\$ (10,915.25)

2018 Revenue	\$ 197,371.16	2018 Cost	\$ (197,713.88)
Reported	\$ 194,348.00		\$ (194,691.00)
		2018 net	\$ (342.72)
		2018YE Balance	\$ 3,437.21

RKLD Lake Restoration Fund (resolution 2008 annual meeting)

2009 fund established with tax dollars	\$	25,881.62
2010 Grant from State of Wisconsin	\$	100,000.00
2011 add from tax dollars	\$	<u>36,004.00</u>
2011 total (Supplimental Report 2011)	\$	161,885.62
2010 PAS Cost	\$	(116,789.86)
2011 YTD PAS Cost	\$	<u>(8,786.25)</u>
	\$	36,309.51

2011 Beginning Balance	\$	161,886.00
2011 interest	\$	839.00
2011 add from tax dollars	\$	<u>16,001.00</u>
Original Reported Balance 2011	\$	178,726.00

2012-2015 No Data

2016 Balance	\$	105,569.00
2016 transfer to general fund	\$	<u>(87,000.00)</u>
2016 balance	\$	18,569.00
2017 transfer back from general fund	\$	87,000.00
2017 transfer to general fund	\$	(50,000.00)
2017 transfer to general fund	\$	(10,000.00)
2018 transfer back from general fund	\$	<u>60,000.00</u>
	\$	105,569.00

Money was borrowed in 2016 to pay legal expenses associated with water level regulation

2016 water level legal budget	\$	20,000.00
2016 actual water level legal cost	\$	<u>(169,201.00)</u>
	\$	(149,201.00)

2017 \$87,000 paid back and \$60,000 borrowed. Fiscal year was reported \$27,000 under budget but effectively netted \$0

2017 water level legal budget	\$	40,000.00
2017 actual water level legal cost	\$	<u>(81,120.00)</u>
	\$	(41,120.00)

2018 \$60,000 was transferred back = \$0 spending on new initiatives