



MEETING MINUTES OF THE BOARD OF COMMISSIONERS

December 20, 2022

1. Call to Order

The meeting of the Board of Commissioners of the Silver Lake Management District (SLMD) was called to order at 7:00 p.m., Tuesday, December 20, 2022. The meeting was held at the Copper Bottom Bar & Grill, 28836 Silver Lake Road, Salem, WI

2. Roll Call

Present: John Coffey
 Ted Kmiec
 Donna Kubik
 Harry Laws
 Jim Purinton

3. Open Meeting Law Compliance Check

The December 20, 2022, Board Meeting Notice was posted on the Management District's website, www.silverlakemgmt.org, the Silver Lake Post Office, the Copper Bottom Bar & Grill, the Salem Lakes Community Library, and the Salem Lakes Village Hall on December 14, 2022.

4. Approval of September 14, 2022 Board Meeting Minutes

A motion was made by Harry Laws, seconded by Ted Kmiec to approve the Minutes from the September 14, 2022, Silver Lake Management District Board Meeting. The motion was approved.

5. Chairman's Report

a. WDNR Grant Application for 2023 Aquatic Plant Management Plan (APMP)

Chairman Purinton reported that the final WDNR Grant Application requesting \$7,929.45 reimbursement toward the preparation of the APMP was submitted on November 10, 2022. The WDNR will award grants to successful applicants before spring 2023. If the SLMD is awarded the requested grant, the APMP will commence in summer 2023 with a full-lake plant survey.

Pursuant to September SLMD Board approval, the preliminary Grant Application was submitted on September 15, and Wisconsin Lake and Pond Resource (WLPR) was engaged to assist in the preparation of the Grant Application (at a cost of \$1750) and, if the grant is received, the APMP (at an additional cost of \$11,835). The preliminary Grant Application was revised after an October conference call with the WDNR. The Silver Lake Protection Association pledged \$1500 toward the preparation of the APMP, reducing the District's net cost of the combined Grant Application and the APMP to \$4,155.55.

b. November 30, 2022, Meeting with Mike Murdock, Administrator, Village of Salem Lakes

Purinton said he and Murdock discussed SLMD initiatives and Village activities that affect Silver Lake. The Village website will be updated with a link to the SLMD website to be consistent with other lake districts in the Village. Murdock said he reviewed and supported the draft SLMD Lake Levels Fact Sheet and the proposed monthly lake level data collection which will provide a long-term record of lake levels; each spring, the Village confirms the datum/resets the lake level gauge located on the outlet creek. The Village does not provide weed treatment within the designated swim area of the Village's DeWitt Park beach; Purinton said he would look into adding weed treatment of the swim area to the District's treatment program.

Murdock noted that all other lake districts in the Village take care of their own "No Wake" buoys, and that the Village is asking SLMD to consider taking over that responsibility. Purinton said he would introduce the topic to the Board at the December 20th meeting (see below agenda item).

c. Clean Boats, Clean Waters (CBCW) Program for Silver Lake

Chairman Purinton spoke with Scott McComb, who oversees the aquatic invasive species educational programs in SE Wisconsin regarding his intent to apply for a WDNR Clean Board Clean Waters Grant for boat/trailer inspections at the DNR ramps on Silver Lake and Powers Lake (100 hours each lake). Information regarding the CBCW program was made available to SLMD Board Directors.

McComb was unable to meet the deadline for the 2023 WDNR Grant Application to support the program, and the program will be deferred until 2024.

d. WDNR Citizens Lake Monitoring Network (CLMN)

The CLMN program was also discussed with Scott McComb by Chairman Purinton. Under this program, volunteers would provide lake data and lake samples for WDNR lab analysis. It was noted that Bill Erb, a member of the Silver Lake Protection Association, has been volunteering his time to monitor water quality parameters on Silver Lake. Early records show data collection as early as the 1970's. The results show the lake's relatively stable health over the past 50 years. Data regarding Silver Lake can be found at:

<https://dnr.wi.gov/lakes/waterquality/Station.aspx?id=303123>

Board Members discussed how, when and by whom the water quality of Silver Lake is currently being monitored. Further research will be conducted by Chair Purinton who will report back to the Board.

6. Treasurer's Report

Treasurer Laws reviewed the 2022 Budget/Actual Report, and the 2023 Budget/Expected (See Exhibit A).

Since the last Board meeting, the \$52,000 SLMD tax levy was filled with the Village of Salem Lakes Clerk, and the SLMD tax was on the real estate tax bills sent out in early December.

Several payments were made since the September Board meeting, including \$1,750 to Wisconsin Lake and Pond Resource for their assistance in preparing the WDNR Grant Application and \$52 for the Silver Lake Post Office box rental. With the Board's approval, a payment of \$632.88 to Image Management will be made before year-end to renew the District's website registration. The year-end cash balance of approximately \$4,578 will be carried over into 2023.

Laws noted that the District's insurance premium budgeted at \$2,500 will need to be paid in 2023 prior to the next Board meeting.

Laws also reported that the District will need to perform a review/audit of the 2022 financials. A consultant will need to be identified and hired. \$700 has been budgeted for this activity. By motion (Kubik, seconded by Coffey), it was decided to ask SLMD electors if there was someone with CPA credentials who might be willing to perform this service for the District.

A motion was made by Ted Kmiec, seconded by John Coffey, to approve the Treasurer's Report including payment of the Image Management invoice, as well as the upcoming District insurance and annual financial review costs.

7.a. Fall 2022 Hybrid Water Milfoil(HWM)Lake Survey/Proposed 2023 Lake Treatment

WLPR's fall 2022 survey showed a lower-than-expected HWM in 2022. WLPR and WDNR reported that a similar reduction in 2022 water milfoil growth has been found in other lakes in southeastern Wisconsin.

WLPR recommends that only a small area of less than 1.5 acres near the Village swimming area be treated in 2023 with the herbicide ProcellaCOR EC. This is the same herbicide used in recent years at an expected cost of no more than \$3,000.

A motion was made by Harry Laws, seconded by Ted Kmiec to accept the WLPR's recommendation for the 2023 HWM treatment of less than 1.5 acres located near the Village swimming beach at an estimated cost not to exceed \$3,000. The motion was approved.

7.b. Buoys

The Board discussed Buoy locations: They have shifted over recent years and are not in optimal locations. The Village of Salem Lakes has indicated that they don't have the ability to determine optimal locations, and they will support the SLMD taking the lead in determining preferred buoy locations.

The Board concluded that a lake wide group led by District Commissioners could review buoy locations next summer, and then determine accurate GPS readings for permanent location of the buoys. Commissioners agreed to contact volunteers for the effort. Commissioner Coffey agreed to present a plan for further discussion at the next Board meeting.

The Board discussed Responsibility for the Buoys: The Village of Salem Lakes does not want to continue managing the "No Wake" buoys on Silver Lake. All other lake districts in the Village manage the installation, removal, and maintenance of the buoys on their lakes.

The Board generally agreed that taking over responsibility for buoys was a valid District activity but concluded that further discussion is needed to review the financial impact on the District, and a reasonable timeline for implementation. Commissioner Coffey agreed to research costs. Chairman Purinton and Commissioner Kmiec agreed to provide a plan for discussion at the next Board meeting.

7.c. Lake Levels Fact Sheet

Chairman Purinton provided Board members with a draft of a proposed Lake Levels Fact Sheet. The sheet was prepared with input and/or review from the WDNR, Brian Sullivan, owner of the private dam, and the Village of Salem Lakes.

A motion was made by Harry Laws, seconded by Ted Kmiec to approve the Lake Levels Fact Sheet as presented and place it on the district's website. The motion was approved.

7.d. SLMD Website Update

Commissioner Kubik provided an outline of the website's current tables and the information stored under those tabs. The Board supported plans to add materials and update existing information on the website.

The "News" tab will be removed. New tabs and/or subtabs with their own narrative and pictures will be created in the "Stewardship" section. The "Lake Life" section will be populated with many items of general interest including Boating Rules and Regulations, Clean Boats Clean Waters, Lake Levels, etc. Chairman Purinton will update the messages on the "Home" page.

The "Gallery" section will also be populated, with initial focus on historical pictures and winter pictures already provided by lakefront owners. It was suggested that a request for additional photographs be included in the next email message from the District.

8. New Business

No new business was introduced for discussion

9. Next Board Meeting

The next meeting of the Silver Lake Management District Board will be held at the Copper Bottom Bar & Grill, 28836 Silver Lake Road, Salem, WI on or about May 2, 2023 at 7:00 p.m.

The primary topics to be discussed will be:

- The 2023 SLMD Annual Meeting Planning
- “No-Wake Buoys

10. Adjournment

A motion by to adjourn was made by Donna Kubik, seconded by John Coffey. The motion was approved, and this meeting was adjourned at 8:15 p.m.

Respectfully submitted,
Donna L. Kubik, Secretary

SILVER LAKE MANAGEMENT DISTRICT

12/3/2022

**EXHIBIT A -- TREASURER'S REPORT
2022 BUDGET / ACTUALS**

| | 2022 BUDGET | Actual Jan-Mar | Actual Apr-May | Actual Jun-Aug | Actual Sept-Dec | 2022 YR-END | Budget Variance | Comments |
|-----------------------------|------------------------|---------------------------|---------------------------|---------------------------|----------------------------|------------------------|----------------------------|--------------------------|
| REVENUES | | | | | | | | |
| Tax Levy | - | | | | | - | - | |
| Grants | - | | | | | - | - | |
| Donations | 4,000 | 4,058 | | 100 | | 4,158 | 158 | |
| SLPA Loan | 5,000 | 5,000 | | | | 5,000 | - | |
| SLPA Donation | - | | 5,805 | | | 5,805 | 5,805 | |
| TOTAL REVENUES | 9,000 | 9,058 | 5,805 | 100 | - | 14,963 | 5,963 | |
| EXPENSES | | | | | | | | |
| SLPA Loan Payoff | | | | | | - | - | |
| Administration | | | | | | | | |
| Annual Meeting | 500 | | | 459 | | 459 | 41 | |
| PO Box | - | 58 | | | 52 | 110 | (110) | |
| Cks/Banking | - | 35 | | | | 35 | (35) | |
| Postage | - | | | | | - | - | |
| Legal | 500 | | | | | - | 500 | |
| Insurance | 2,180 | 1,567 | | 611 | | 2,178 | 2 | |
| Acctg/ Audit | 360 | | | | | - | 360 | |
| Subtotal | 3,540 | 1,660 | - | 1,070 | 52 | 2,782 | 758 | |
| Aquatic Plant Mgmt | - | | | | 1,750 | 1,750 | (1,750) | WLPR Grant Applic Assist |
| Info & Education | | | | | | | | |
| Website | 4,590 | 1,530 | 3,060 | 630 | 633 | 5,853 | (1,263) | |
| Convention | - | | | | | - | - | |
| Subtotal | 4,590 | 1,530 | 3,060 | 630 | 633 | 5,853 | | |
| Reserves | - | | | | | - | - | |
| Contingency | 870 | | | | | - | 870 | |
| TOTAL EXPENSES | 9,000 | 3,190 | 3,060 | 1,700 | 2,435 | 10,385 | (122) | |
| SURPLUS (DEFICIT) | - | 5,868 | 2,745 | (1,600) | (2,435) | 4,578 | | |
| CASH ON HAND | - | | | | | 4,578 | | End of Period |

SILVER LAKE MANAGEMENT DISTRICT

12/3/2022

**EXHIBIT A -- TREASURER'S REPORT
2023 BUDGET / EXPECTED**

| | 2023 BUDGET | Expected Jan-Mar | Expected Apr-May | Expected Jun-Aug | Expected Sept-Dec | 2023 YR-END | Budget Variance | Comments |
|--------------------------------|------------------------|-----------------------------|-----------------------------|-----------------------------|------------------------------|------------------------|----------------------------|------------------------|
| REVENUES | | | | | | | | |
| Tax Levy | 52,000 | 52,000 | | | | 52,000 | - | Tax Receipts |
| Grants | - | | | | | - | - | |
| Donations | - | | 1,500 | | | 1,500 | 1,500 | SLPA APMP |
| Interest | - | | | | | - | - | |
| TOTAL REVENUES | 52,000 | 52,000 | 1,500 | - | - | 53,500 | 1,500 | |
| EXPENSES | | | | | | | | |
| Aquatic Plant Mgmt Plan | 10,000 | | | | 9,500 | 9,500 | 500 | WLPR APMP |
| Aquatic Plant Treatment | 25,000 | | | 3,000 | | 3,000 | 22,000 | Minimal 2023 Treatment |
| SLPA Loan Payoff | 5,300 | | 5,300 | | | 5,300 | - | |
| Website | 2,500 | - | 1,500 | | | 1,500 | 1,000 | |
| Insurance | 2,500 | 2,500 | - | | | 2,500 | - | |
| Legal | 1,000 | | | | | - | 1,000 | |
| Admin/Acctg/Audit | | | | | | | | |
| Annual Meeting | 500 | | | 500 | | 500 | - | |
| PO Box | 100 | | | | 60 | 60 | 40 | |
| Cks/Banking | 100 | | | | | - | 100 | |
| Postage | 100 | | | | | - | 100 | |
| Audit | 700 | | 700 | | | 700 | - | |
| Reserve for Future Projects | 4,000 | | | | | - | 4,000 | |
| Contingency | 200 | | | | | - | 200 | |
| TOTAL EXPENSES | 52,000 | 2,500 | 7,500 | 3,500 | 9,560 | 23,060 | 28,940 | |
| SURPLUS (DEFICIT) | - | 49,500 | (6,000) | (3,500) | (9,560) | 30,440 | | |
| PROJECTED CASH POSITION | | | | | | | | |
| Start of Year | 4,578 | | | | | | | |
| End of Year | | | | | | 35,018 | | |