

Buffalo Lake P&R District First Quarter  
Board of Commissioner's Meeting  
Saturday, February 13, 2021 8:00am  
Packwaukee Town Hall

- 1) Meeting called to order at 8:00.
- 2) Roll Call: Present: Bill Lewis, Larry Haygood, Vikki Trimble, Joe Dion Absent: Al Rosenthal, Jon Schiller, Judy Nigbor
- 3) Changes or additions to the agenda. Added January Treasurer's report to item 5a.i.. Motion made by Vikki and seconded by Larry to add January Treasurer's report to item 5a.i.. Motion carried.
- 4) Acceptance of minutes from prior meeting. A motion was made by Vicki and seconded by Larry to approve the minutes from September 12<sup>th</sup> meeting. Motion carried.
- 5) Committee Reports
  - a. Finance & Dues
    - i. Treasurer's Report approval for September, October, November, December 2020 & January 2021. Larry reported the following balances: checking \$4,326.99, operating fund \$51,255.49 and equipment fund of \$114,050.73. Motion made by Larry and seconded by Bill to approve the September, October, November, December 2020 & January 2021 Treasurer's reports. Motion approved.
    - ii. Discussion on a new Expense Reimbursement Form. Vicki will send the new Expense Reimbursement Form to all board members. Motion to approve the Expense Reimbursement Form by Larry seconded by Bill. Motion carried.
  - b. Harvesting
    - i. Discussion on approval of job descriptions for all harvesting positions. Motion by Vicki and seconded by Larry to approval all harvesting positions job descriptions as presented. Motion approved.
    - ii. Discussion on approval of recommended wages for all harvesting positions. Motion by Larry and seconded by Bill to approve all harvesting positions recommended wages as presented. Motion approved.
    - iii. Discussion on approval of recommended changes to the Employee Handbook. Motion by Larry and seconded by Vicki to approve the Employee Handbook changes as presented with a change to Section

Employment at Will last sentence “ All employees will not be automatically rehired each year. Each position must be applied for and a completed interview process with the Hiring sub-committee must be completed each year.”. Time Cards new sentence “Each employee shall be responsible for filing out their own time card on a daily basis, signing it on the bottom and submitting it to their supervisor at the end of the work week.” and a change to Overtime with the additional sentence “Any time overtime pay is met in a pay period, there will be a report given by the Harvesting Supervisor to the Harvesting Chairperson who then will approve and forward to the Harvesting committee members and the Board Chairperson.”. Motion approved.

- c. Communication: No report.
  - d. Lake Plan: No report
  - e. Ecology: There were 12 applicates for the Wisconsin Healthy Lakes grants of up to \$1,000.00 for property owners who install a best practice (native plant garden, fish sticks, diversion, rain garden, and rock infiltration) that improves habitat and water quality. They have not been approved at this time. The committee will try to get beetles to release on Buffalo Lake to aid in control of purple blue strife.
- 6) Marquette Lake Group/County/Town Reports: Vikki reported for the town that they are looking into replacing the concrete runners (32' by 14') at the freedom boat landing.
- 7) Lake Level: Discussion on status. Joe reported that we were continuing work with the attorneys. It was also reported that the district is working with the DNR to see if we could provide assistance in taking the readings and making the adjustments. Larry discussed the progress of looking into dredging on Buffalo Lake.
- 8) Unfinished Business: None
- 9) New Business: None
- 10) Announcements – Roe announced that the 2nd Annual Venetian Night boat parade on Buffalo Lake will be on July 3<sup>rd</sup> this year. Next meeting: 8:00am April 10<sup>th</sup> 2021.
- 11) Adjournment: Motion to adjourn by Larry and seconded by Vicki at 9:10. Motion carried.