

## Waterford Waterway Management District Agenda

**Saturday November 21<sup>st</sup>, 2020 at 9 AM**

**This meeting will be held in person and online using Zoom**

1. Call to Order
2. Review and act on:
  - a. 9/26 and 10/24 Board Meeting Minutes
3. Review and act on Claims
4. Correspondence
5. Reports
  - a. Commission
    - i. Chairman's
    - ii. Aquatic Plant Management
    - iii. Treasurer/Finance
    - iv. Information and Education/Marketing
    - v. Legislative
    - vi. Navigation Access/Hydraulic Management
    - vii. Special Projects
  - b. Approval of Commission Reports
  - c. Regulatory
    - i. Town of Waterford
    - ii. Village of Waterford-
      1. Fred Koeller Appointment
      2. Attendance at the 11/9 meeting
      3. Explore Waterford Membership Renewal
    - iii. Fox River Commission
    - iv. C.A.U.S.E.
6. Previous Business
  - a. Web Site/Social Media/Email Update
  - b. Eco Harvester/AIS Update
  - c. Roberts Rules of Order Protocol update
  - d. WWMD and By-Laws discussion
7. New Business
  - a. Agenda Revisions
  - b. Open Board Position
  - c. Committee Responsibilities Breakdown
  - d. 2020 Audit Considerations
  - e. Strategic Planning in December-Review Vision, Goals and Objectives
  - f. Tichigan Lions Club Annual Fishing Jamboree-1/16/2021
8. Public's opportunity to address thoughts and ideas

Those interested may listen and observe at:

Topic: Waterford Waterway Management District Monthly Meeting  
Date/Time: XXXXXX PM Central Time (US and Canada)

#### Join Zoom Meeting

Alex Abendschein is inviting you to a scheduled Zoom meeting.

Topic: WWMD November Meeting  
Time: Nov 21, 2020 09:00 AM Central Time (US and Canada)

#### Join Zoom Meeting

[https://zoom.us/j/99727760090?  
pwd=WUVKekRQV0duU2YlVONwSTFYQ0xPUT09](https://zoom.us/j/99727760090?pwd=WUVKekRQV0duU2YlVONwSTFYQ0xPUT09)

**Meeting ID:** 997 2776 0090

**Passcode:** 702594

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Find your local number: <https://zoom.us/j/99727760090>





## Waterford Waterway Management District Agenda/Minutes

**Saturday November 21<sup>st</sup>, 2020 at 9 AM**

**This meeting will be held in person and online using Zoom**

1. Call to Order - 9AM; Present: Greg Horeth, Jack Miller, Grant Horn. Zoom: Scott Uhler, Margaret Shoptaw, Bill McCormick. Absent: Alex Abebdschein.
2. Review and act on:
  - a. 9/26 and 10/24 Board Meeting Minutes - Jack motion to approve minutes, Greg Seconded. V 5-0 to approve. (Bill offline)
3. Review and act on Claims - Margaret motion to approve claims, Jack Seconded. V 6-0 to approve.
4. Correspondence - Racine County Cultural and Community Services letter - Grant denied.
5. Reports
  - a. Commission
    - i. Chairman's - Greg, report attached.
    - ii. Aquatic Plant Management - Bill, no report.
    - iii. Treasurer/Finance - Margaret, reports attached.  
--Margaret motion to create PayPal account, Jack seconded. V 6-0 to approve.  
--Margaret motion to upgrade Quickbooks on 2 PCs, Grant seconded. V 6-0 to approve.  
--Vote on bonding Chairman, Treasurer and Secretary deferred to January meeting.
    - iv. Information and Education/Marketing - Alex, no report. Note: Board to meet December 17 @ 6PM to review new website. New website will be voted on at January WWMD monthly meeting.
    - v. Legislative - Scott, no report.
    - vi. Navigation Access/Hydraulic Management - Grant, report attached.
    - vii. Special Projects - Scott, report attached.
  - b. Approval of Commission Reports - Margaret motion to approve reports, Grant seconded. V 6-0 to approve.
  - c. Regulatory
    - i. Town of Waterford - Bill, no report.
    - ii. Village of Waterford-
      1. Fred Koeller Appointment
      2. Attendance at the 11/9 meeting
      3. Explore Waterford Membership Renewal
    - iii. Fox River Commission - Grant, \$52,000 grant to be split between 2021 and 2022 due to lack of funds.

- iv. C.A.U.S.E. - No report.
- 6. Previous Business
  - a. Web Site/Social Media/Email Update - see I&E above.
  - b. Eco Harvester/AIS Update - Bill, report attached. Board meeting scheduled for 12/08/2020 @ 6 PM to go over details.
  - c. Roberts Rules of Order Protocol update - Deferred to January meeting.
  - d. WWMD and By-Laws discussion - Deferred to January meeting.
- 7. New Business
  - a. Agenda Revisions - Greg, no objection.
  - b. Open Board Position - Greg motion to appoint Dan Schultz Secretary to replace Jack Miller who is resigning. Grant seconded. V 6-0 to approve.
  - c. Committee Responsibilities Breakdown - Greg, report attached.
  - d. 2020 Audit Considerations - Margaret, see Treasurer's report.
  - e. Strategic Planning in December-Review Vision, Goals and Objectives - Deferred to January meeting.
  - f. Tichigan Lions Club Annual Fishing Jamboree-1/16/2021
- 8. Public's opportunity to address thoughts and ideas
- 9. Adjournment - Scott motions to adjourn, Margaret seconded. V 6-0 to adjourn.

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### Dial by your location

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Find your local number: <https://zoom.us/u/adS3ctDARU>

**Waterford Waterway Management District**  
**Claims Report**  
 All Transactions

4:32 PM  
 11/20/20  
 Accrual Basis

Type	Date	Num	Name	Memo	Split	Open Balance
Bill	08/15/2020	0402-2020	Cleanwater Plant Harvesters	Tichigan lake harvesting 7/27-8/1	Aquatic Plant	-12,850.00
Bill	10/06/2020	307156452	Alex Abendschein	Constant Contact 10/6/2020-11/5/2020	Website Hosting	-45.00
Bill	10/31/2020	653729	Wisconsin State Lab of Hygiene	August Testing in Waterford Lake, Tichigan, Fox River...	Water Data	-852.00
Bill	11/06/2020	314192629	Alex Abendschein	Constant Contact 11/6/20-12/5/20	Website Hosting	-45.00
Bill	11/20/2020		Alex Abendschein	Zoom 11/20/20-12/19/20	Community Events & Misc.	-15.84
Bill	11/20/2020	2021 Members...	Explore Waterford	2021 Membership	Community Events & Misc.	-108.00
<b>Total</b>						<b>-13,915.84</b>

# Waterford Waterway Management District Payments Made

October 24 through November 21, 2020

Date	Name	Memo	Amount
<b>Oct 24 - Nov 21, 20</b>			
10/26/2020	Gregory Horeth	Annual Meeting: Pens and snack items for volunteers	-20.92
11/06/2020	Alex Abendschein	Zoom Reimbursement Sep & Oct	-31.48
11/06/2020	J.S. Printing	Voter packets for annual meeting	-260.00
11/06/2020	Wheeler, Van Sickle & Anderson, S.C	3699.00100	-180.00
11/06/2020	Wisconsin Lake & Pond Resources LLC	AIS Pre Survey	-3,875.00
<b>Oct 24 - Nov 21, 20</b>			<b>-4,367.40</b>

## **Waterford Waterway Management District**

**November 2020**

### **Chairman's Report**

- **Researched and reviewed candidates for village representative recommendation for board consideration and approval:**
  - **Recommendation to be presented at meeting**
- **Researched and reviewed candidates for open commissioners position (Due to Jack's departure) for board consideration and approval**
  - **Recommendation to be presented at meeting**
- **Developed for board review and consideration commission committee structure breakdown**
- **Revised for review and approval Monthly meeting agenda format**
- **Attended monthly Village meeting to share and update the village board our boards commissioner changes and Vision, Goals and Objectives plan**
- **Met with county board chairman Tom Roanhouse to discuss waterway and future Vision, Goals and Objectives document**
- **Met with Jim Pindel (Fox River Commission Rep to the Town) for introductions of new board make up and Vision Goals and Objectives plan**
- **Met with WPD to discuss 2021 season water safety ideas and recommendations. WPD to come back to Grant and myself with recommendations for us to consider inclusive of costs**
- **Reviewed considerations on WWMD board utilization of By-Laws and Roberts Rules of Order-Info to be presented by Scott Uhler**
- **Worked with APM on development plans for Eco Harvester Consideration and also APM schedule of needs for 2021**
- **Reviewed with I&E/Marketing development of the new "Communications" platform (Web Site, Social Media, Email, Newsletter)**
- **Finalized Treasurer's transition process to new Treasurer (Margaret) inclusive of preparing for new bank signature needs and prep for CD's maturing in January**



## Margaret Shoptaw

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**From:** Bill McCormick <bill.mccormick@bbsautomation.com>  
**Sent:** Sunday, November 15, 2020 6:10 PM  
**To:** Greg Horeth; Abendschein, Alex; Abendschein, Alex; Margaret Shoptaw; sfuhler@ktjlw.com; ghorn@rturs.com; Laura and Jack Miller  
**Subject:** APM Report with Eco-Harvester Information  
**Attachments:** Eco-Harvester Cost Projections 11-14-20.xlsx; Waterford\_Buena\_2019\_VegSurvey\_Report.pdf; WWMD\_Report\_113220\_rd.pdf; Eco Harvester Benchmarking.xlsx

Hello Commissioners:

I'm going to be sharing some information with you with the idea that this coming Saturday's board meeting I plan to review in greater detail the spreadsheet that reviews the costs for the Eco-Harvester. After some discussion to address your questions I'd like to propose that we hold a special meeting to conduct a deeper dive into the Eco-Harvester. In addition, I'm also attaching a recent AIS (EWM) survey that points out we have some serious issues at hand with Eurasian Water Milfoil (EWM) rapidly expanding across our waterway. Some quick observations for the information attached is as follows:

### AIS 2020 Survey:

- A prior survey estimated our AIS areas were at approximately 68 acres, we are now up to 195.95 acres from these same areas in the 2020 survey.
- The new survey is indicating we have approximately 94 acres of AIS in Lake Tichigan and the lake itself is only 279 acres of waterway
- Buena lake shows a history of rapid expansion please see Onterra's 2019 report. Our new 2020 survey now shows approximately 54 acres are affected by AIS out a total of 72 acres of waterway.
- The 2020 survey was only conducted in lake Tichigan, Buena Lake, Island View Bay, Fowler Bay, Elm Island Bay and Waterford Lake simply because these are the areas where there is no current to take away the herbicide treatments, thus making the treatment more effective. We have many other areas on our waterway that are being impacted by EWM, however chemical treatments in the river will likely not be very effective due to higher currents or winds that will lessen the effects of the treatments.

### Eco-Harvester Cost Review:

- The Eco-Harvester has the potential to reduce the amount of herbicide treatments we are currently doing in the navigation lanes.
- We are looking to potentially reduce or eliminate D.A.S.H and herbicide treatments in the navigation lanes to help justify the costs of the Eco-Harvester.
- There is a good chance if approved by the DNR that the Eco-Harvester can be used to reduce our herbicide costs for EWM treatments in the areas outlined in our 2020 survey.
- To allow us to perform a demonstration for the DNR we are going to have to place an Eco-Harvester on order with 30% down payment, which amounts to approximately \$27,450.00 plus a one time \$4,200 demonstration fee for the factory to delivery the unit to our waterway and perform a demonstration to our local DNR.
- If the DNR does not permit the Eco-Harvester then the factory will take back the unit and charge us approximately \$4,300.00 in a restocking fee. In summary, with the demonstration fee and a restocking fee we are looking at a minimum investment in the demonstration costing us around \$8,500.00.
- Assuming we will receive a permit from the DNR for the Eco-Harvester, final payment will then be due upon delivery.
- Since the Eco-Harvester is not mentioned as a line item in our 2021 budget we will need to call a special meeting to gain approval from our riparian owners to add this item to our budget, however before we

get to that point our board will need to discuss this further to see if we are in agreement to pursue the Eco-Harvester with our riparian owners.

**Lake Association Benchmarking – Eco Harvester:**

- I've spoken with several lake associations that either have an Eco-Harvester or have one on order. There are a total of three lake associations in the state of WI that are permitted by the DNR to use these machines for harvesting. I have spoken with two out of the three. I've also spoken with a DNR representative who has permitted one in his area.
- Bottom conditions play a role in the harvesting with sand bottom making it more difficult to pull weeds as compared to pulling them in a muck or silt bottom.
- When pulling EWM the time of year plays a role. In other words in the early spring and summer the weeds pull out from their roots even in sandy bottom, however later in the year they will break off when pulling from a sandy bottom.
- The Eco-Harvester is a slow moving machine going about 1MPH under a full load. The bunk can handle up to 4.5 cubic yards of weeds or approximately 2,000 lbs.
- In talking with the two associations that have been using the Eco-Harvester they both reported a reduction in loads year after year when going over the same areas to harvest. I found this to be very encouraging.
- They are using volunteer labor and finding that's its difficult to manage with many of the volunteers not showing up on days they are supposed to work. Both organizations told me that if we can afford to hire people we should consider doing so.

Feel free to contact me with any questions. **Please do not hit reply all.** My cell: 262-363-0861.

Best regards,

Bill McCormick  
Sr. Account Manager / Business Development Manager

BBS Automation

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**Waterford Waterway Management District**  
**Information and Education Committee**  
11.22.2020

**Chairperson:** Alex Abendschein

**Committee Members:** Margaret Shoptow, Lynn Bauman, Brandon Begotka, Patty Schilz

After approval for Constant Contact at the previous monthly board meeting in October we have discussed payment method with Treasurer Margaret Shoptow. Margaret will propose at the meeting to establish a Paypal account. If approved, we can pay for Constant Contact in 12 month increments and with our tax exempt status look to save 30% on the overall cost.

**Website Development:** Abendschein and Schilz discussed a plan moving forward in developing the new website. We are going to meet after Thanksgiving to discuss further. At this time, we would like to encourage any community members who would like to contribute to the website by submitting pictures or videos to do so through Facebook. Please send us a message through the social media app so that they may be used on the website or social media.

The committee continues to be optimistic about the full roll out in January of 2021. Much work is yet to be done, but the framework is built. The committee does ask that each commissioner review their section of the website and provide to Alex Abendschein a brief synopsis of his or her respective areas in which they would like to have highlighted on the website.

**Social Media:** Social media engagements have been improving over the past month with the addition of photos to accompany posts. This type of engagement will be used moving forward to help build our engagement across the riparian owner group.

**Monthly Newsletter:** Constant Contact templates are built and ready to be implemented in 2021. We still need to update the email listserv and transfer to constant contact, but once that is completed we can begin sending out email communication more frequently than the quarterly printed newsletters.