

Meeting Minutes
Pickerel/Crane Lake P&R District Commissioner's Meeting
October 26, 2018 4:00 PM.
Town of Nashville Community Center & Town Office Building
1038 CTH "Q" Pickerel, WI 54465
Phone 715-219-0835

Call to Order: 3:55

Roll Call: Chuck Sleeter, Kathy Kupfer, Dan Vosters, Mike Zelinski

Old Business

a. Lake Management Plan Update

Mike reviewed the resolution sent to White Water & Associates (WW&A) which conveyed the Districts intention to fund the LMP costs over and above the \$25,000.00 requested in the grant request from WDNR.

Additional general District information was also requested by Dean at WW&A in support of the development of the grant. Ideas were generated by the committee and Mike will forward to Dean next week.

New Business

a. Accept Secretary (Mike Zelinski) Resignation
Resignation accepted by the committee

b. Approve Marge Ebben as interim secretary

Motion by Kathy Kupfer to appoint Marge Ebben as interim secretary and seconded by Dan Vosters; motion passes.

c. Financial Audit Results & Update

- Defective projector was replaced at no cost to the District
- The town of Nashville invoiced the District \$503.00 for insurance on the weed harvester. The invoice was not paid due to a previous communication by Sandy Frank to Kathy Kupfer that the District would have to secure their own insurance since the previous insurance plan could not be provided by the Township. Once notified last fall the District secured suitable insurance through Schwartz Insurance in July of 2018. A call was made to Sandy as well as a follow up letter to confirm the District will not pay for the invoiced insurance.
- The 2018 budget is over plan in 6 areas. The overages were noted and expected earlier in the year. To cover the additional expense of insurance and weed harvester repairs a CD (\$13, 739.37) was closed out and transitioned into the working account. Total overage is expected to be \$3,052.74.
- Audit Findings
 - It was noted the District spends a potentially high amount of money on ink for printers. Kathy and Chuck source ink to support general activities for the District. In the absence of the copier from the township, more documentation is required to be printed. Going forward, all documents will be printed without color whenever possible.
 - Question arose as to the proper use of rebates on products purchased at Menards and Fleet Farm. It was confirmed all rebates are held and utilized for future purchases by the District.

Adjourn

Motion by Chuck Sleeter to adjourn and seconded by Kathy Kupfer; motion passes.

Meeting adjourned at 5:50pm