

Minutes
Dunkirk Dam Lake District (DDLD)
Annual Meeting
October 15, 2025

In Attendance:

Commissioners	DDLD Member Attendees	DDLD Member Attendees	Guests
<ul style="list-style-type: none"> • Jason Mackey, Interim Chair • Becky Dakin, Secretary • Nicholas Schmuhl, Treasurer • Michael Engelberger, Dane County Rep • Dan Jenks, Town of Dunkirk Rep 	<ul style="list-style-type: none"> • Ted Christman • Doug McKenzie • Jack Lyon • Marie Matejka • Rich Morris 	<ul style="list-style-type: none"> • Liz Vanderwerff 	<ul style="list-style-type: none"> • Bob Kluge, Dunkirk neighbor

Topic	Discussion	Action
Call to Order	Jason called the meeting to order at 6:32pm	
Past Minutes	Becky summarized the minutes from July. Motion to approve was made by Mike with second made by Nick. Motion carried. Minutes were approved with no changes.	Becky, save minutes apprvd. Post to website
Treasurer's Report	Nicholas reported current funds and expenses in DDLD accounts	None
Annual Audit	<ul style="list-style-type: none"> • Nicholas reported that an audit of the DDLD financial records for 10.1.24-10.14.25 was conducted by Cody Jones and Liz Vanderwerff on October 14th. They reviewed all financial records and found all to be in order. No errors were found. 	None
Treasurer's Report continued: Questions Approval	<ul style="list-style-type: none"> • Nick pointed out that the budget printed in the newsletter had errors. The slides shown in this meeting displayed the corrected figures • Members questioned why the amount budgeted from tax dollars was different than the tax dollars collected for this year. Nick stated he spoke with Bonnie and they thought it might have to do with the discrepancy as to tax collection for the dam loan and when it was paid off. Members continued to question that the budget amount requested should be the same as the dollars received. • Nick will ask Bonnie Smithbeck (Dunkirk Treasurer) for a copy of the completed form indicating the levied amount for fiscal year 2024/2025. Possibly this form was completed in error. He'll look into this and will let us know the outcome. • Liz made a motion to accept the treasurer's report as given. Rich seconded. Motion carried. 	Nick, contact Bonnie to request the Tax Levy form for 2024/2025 DDLD fiscal year. Nick, let Commissioners know the outcome of why the budget amount and taxes received don't match. Becky, inform members.

Old Business: Dunkirk Update	<ul style="list-style-type: none"> • Dan explained that Dunkirk shares several roads with Stoughton. Specifically Racetrack Rd is in poor shape and is due for improvements. Stoughton plans to reconstruct the road with curb and gutter. Stoughton's use of this road far exceeds Dunkirk's use. Stoughton estimates the cost of the entire project is \$2,000,000. Stoughton has agreed to pay 2/3 (\$1,320,000) of the cost with Dunkirk paying 1/3 (\$600,000). The challenge with this is that Dunkirk's total road budget is \$150,000. However, we don't have much choice. • Dan stated that Leslie road is also pretty rough. Most of Dunkirk's roads are in good condition. • Dunkirk will probably have to borrow funds for roads this coming year. • Dunkirk's population was recently recalculated. Population is 1864 with 1537 of those of voting age. (That leaves 327 under 18 or 17.5%). • The Dunkirk property reassessment has been conducted. We already held the Open Book that was attended by residents and the auditors. There were lots of questions and the process went very well. Tomorrow we'll hold the Board of Review. We saw a 91.8% increase in property values. • Property taxes should not increase by much as Dunkirk can only increase them by 3%. 	None
Dane County Update	<p>Mike shared that the county has reviewed the budget. There is a \$30k shortfall. There are 51 vacant positions in the County and are being cut. This will equate to less services.</p> <ul style="list-style-type: none"> • The County budget is in the committee process now. October 20 the hearings begin for the County Board. They will hold a vote on November 3rd. There is a lot of anxiety this year. There are a lot of vacant positions that may be deleted to be able to move the money around. • Mike emphasized that he is a proponent of fully funding Public Safety because all other services and resources are dependent upon them. 	None
Safety Committee	<ul style="list-style-type: none"> • Ted happily reported that there was nothing to report! • The fence is intact, locks are all there, and signs are all in place. 	None
Lyon's Park Expansion Project Update	<p>Becky provided an overview of the Dam Park project reminding the group of the budget:</p> <p>Phase I Project Cost: \$77,500</p> <p>DNR: \$38,750 grant funds (payable to Dunkirk)</p> <p>DDLD: \$19,375 matching funds (payable to Dunkirk)</p>	Becky, update this on the website

	<p>Dunkirk: \$19,375 matching in-kind effort (itemization will be reported)</p> <p>The following for Phase I is complete:</p> <ul style="list-style-type: none"> - Shore – concrete abutment, riprap stabilization - Improve existing gravel parking area to include ADA parking - Concrete pad for future porta-potty - Short limestone access path to the existing parking lot <p>The following is yet to be completed:</p> <ul style="list-style-type: none"> - Dock – floating ADA pier and paddle craft launch - Informational kiosk with bench seating <p>Phase II Project is pending: The ongoing planning/management is by the Dunkirk Parks Committee</p> <ul style="list-style-type: none"> - Portage path across the south property has been completed by Dunkirk Roadcrew <p>Yet to complete:</p> <ul style="list-style-type: none"> - Portage path from the floating pier, across the grass (tbd) - Driveway-style launch - Seating area with bench (Adler family sign and Groundswell sign) - Naming of the entire park: Lyon’s Park + DDLD Park + South Property <p>PROBLEMS: Becky explained that when the dock was initially installed in late August, it was readily apparent that the gangway was way too steep; there were no handrails or toerails. The Dunkirk Board recognized that this was not ADA compliant. Blake Theisen from Parkitecture who designed and scoped Phase I and Phase II spoke with the manufacturer and the sales rep. They learned that they had been provided with the file for a residential dock, not a commercial/ADA dock.</p> <p>FIX: The gangway will be replaced with a 16’ version with handrails. The abutment will be lowered to provide the needed slope for ADA requirements. Parkitecture is absorbing the cost of changing the abutment. Toerails will also be installed around the edges of the dock. This comes with an additional cost of \$3,000-\$4,000.</p> <p>MOVE GRANT FUNDS: Therefore, Dunkirk has asked DNR to remove the funds from the “boat barrier” line item for \$4,000 and move those funds to the dock. Becky and Ted fully researched the FERC requirements for boat barriers. They also spoke with Tom Reiss and with DNR. They learned that FERC does not have regulations regarding boat barriers. (This was included in the original grant at the preference of Tom Reiss.) FERC only determines if the existing boat barriers are adequate during their inspection that</p>	
--	--	--

	<p>takes place once every ten years for low-risk dams. The boat barriers have been sufficient through numerous inspections. The request to move funds has been granted to Dunkirk by the DNR.</p> <p>NEW PARTS: We are waiting to hear when the additional parts will arrive.</p>	
<p>New Business: Change fiscal Year</p> <p>Annual Meeting</p>	<ul style="list-style-type: none"> • Jason reviewed our ongoing conversation to change the DDLD fiscal year from October 1 to January 1 to be in line with Dunkirk. • Nick made a motion to change the DDLD fiscal year from October 1 to January 1 (calendar year). Mary Ellen seconded the motion. The motion carried unanimously. • Becky will inform Bonnie Smithbeck. She will also research if we are to inform anyone else. She will check with the Director of the Lake Districts in Stevens Point. • A member asked if the Annual Meeting date will change. Jason and Becky explained that the Annual Meeting will continue to be held each October. This will allow us to approve a budget that will begin the following January. 	<p>Becky: tell Bonnie our fiscal year has changed.</p> <p>Becky: email Eric Olson in Stevens Point to ask who else needs to be informed</p> <p>Becky, list 2026 annual meeting date on the website</p>
<p>New Proposed Budgets Oct 1-Dec 31 Jan 1-Dec 31</p>	<ul style="list-style-type: none"> • Nicholas explained that there are two proposed budgets to approve since we have changed our fiscal year. • The October 1-December 31, 2025 budget does not reflect any revenue as no revenue comes in during these months. There are expenditures noted, i.e., our insurance is due each December. Becky explained that our insurance does not have automatic renewal. They require that we apply each year. We estimated our upcoming insurance renewal amount but we really don't know. Becky explained that most Lake Districts in Wisconsin lost their insurance coverage this past year and we were able to find a policy working with Tom Reiss' insurance broker. Jason also explained that there are administrative/postage expenses during these three months. • A member asked if this three-month budget will require an additional audit. The Commissioners determined that the three-month audit and the twelve-month audit could be conducted at the same time next year reviewing 15 months. • Nicholas reviewed the January 1-December 31, 2026 budget. • Doug made a motion to approve the two budgets as presented. Rich seconded the motion. The motion carried unanimously. • (DDLD 2025-2026 budget is included at the end of these minutes.) 	<p>Becky, ask Nick for the final approved budget so you are certain to save/file/record the correct budgets.</p>
Election of Chair	<ul style="list-style-type: none"> • Becky discussed that she mailed a postcard to all members asking for nominations for Chair. She did not receive any response. Again, she invited members to nominate themselves or other members in the recent newsletter. She, again, did not receive 	<p>Becky, change the website to note Jason as Chair</p>

	<p>any feedback.</p> <ul style="list-style-type: none"> • Becky mentioned that when Laura Davis resigned in May, we were at quite a loss as she had been such an integral part of the DDLD. At the July meeting, the members had a long discussion regarding the attributes of the Chair, asked for a nomination committee, and came to an end of the discussion where we planned to keep the post vacant. At that point, Jason Mackey spoke up stating that he possessed the needed attributes and would be willing to serve as Interim to help us out until the Annual Meeting. During the July meeting, the Commissioners voted to accept Jason's nomination and heartily welcomed him as Interim Chair. • Becky mentioned that Jason has helped a lot in this interim and she would like to nominate him to take the seat of Chair. She stated that they had not talked about this previously. He accepted the nomination. • Doug reminded us that the By-Laws state that we only nominate a person to a vacant Commissioner seat. The Commissioners themselves determine which Commissioner will take which position. Becky was not familiar with this and said she would re-read the bylaws. • Becky asked if there were any additional nominations two more times. No additional nominations were forthcoming. • The members unanimously voted in favor of Jason Mackey filling the position of DDLD Commissioner. • Nick and Becky determined that they would like Jason to fill the position of DDLD Chair. 	<p>Becky, read the bylaws to familiarize yourself with the election of Commissioner process</p>
Next Meeting	January 21, 2026	Becky, change meeting dates on website
Adjourn	A motion was made by Ted and seconded by Doug to adjourn the meeting – 8:35pm	None

Category	Proposed 2024–2025	Actual 2024– 2025	Proposed 3- Month 2025	Proposed 2026
General Property Taxes	28250	17006.73	0	31,600
Special District Aid	7200	7246.73	0	7200
Interest	50	67.89	15	60
Total Revenues	\$35,500.00	\$24,321.35	\$15.00	\$38,860.00
Admin, Postage	1000	735.34	492	1000
Lawn Maintenance Signage	3000	2700	750	3000
Park Project includes Grant Writing/Archeological Report	0	12261	2000	8000
Insurance	5000	6374	6500	6500
Attorney Fees	2500	3175.2	0	0
Debt Payment on Dam Loan	0	0	0	0
Reserve Funding	20000	20000	0	20000
Fence Expenditure	4000	469.86	0	0
Lakes and Rivers Convention	0	360	0	360
Bank Fees	0	15	0	0
Total Expenses	\$35,500.00	\$23,884.72	\$9,742.00	\$38,860.00

Category	Proposed 2024-2025	Actual 2024-2025	Proposed 3-Month 2025	Proposed 2026
General Property Taxes	28250	17006.73	0	31,600
Special District Aid	7200	7246.73	0	7200
Interest	50	67.89	15	60
Total Revenues	\$35,500.00	\$24,321.35	\$15.00	\$38,860.00
Admin, Postage	1000	735.34	492	1000

Lawn Maintenance Signage	3000	2700	750	3000
Park Project	0	12261	2000	8000
Insurance	5000	6374	6500	6500
Attorney Fees	2500	3175.2	0	0
Reserve Funding	20000	20000	0	20000
Fence Expenditure	4000	469.86	0	0
Lakes and Rivers Convention	0	360	0	360
Bank Fees	0	15	0	0
Total Expenses	\$35,500.00	\$23,884.72	\$9,742.00	\$38,860.00