

Minutes
Dunkirk Dam Lake District (DDLD)
April 17, 2024 Quarterly meeting
 Location: Dunkirk Town Hall

In Attendance:

DDLD Commissioners	Attendees		Guests
<ul style="list-style-type: none"> • Laura Davis*, Chair • Becky Dakin*, Secretary • Lauri Hodge*, Treasurer • Dan Jenks, Dunkirk Appointee • Michael Engelberger, Dane Cnty Appointee 	<ul style="list-style-type: none"> • Ted Christman* • Jack Lyon* • Doug MacKenzie* • Mary Ellen Mackey* • Susan Albright* 	<ul style="list-style-type: none"> • Kathy Peters* • Jason Mackey* • Tom Reiss, Lessee 	Phil Millhouse, Archeologist

* DDLD property owner/resident

Topic	Discussion	Action
	DDLD Quarterly Meeting DRAFT Minutes – 01.17.24	
Call to Order	<ul style="list-style-type: none"> • Laura Davis called the meeting to order at 6:30pm. 	None
Minutes	<ul style="list-style-type: none"> • Becky summarized the January minutes which were approved with no changes 	Becky, repost the approved minutes to the website
Dunkirk Update	<ul style="list-style-type: none"> • Dan Jenks reported the Dunkirk Annual Town meeting was held last night. They discussed the changes/additions in Town committees that now consist of Rural Preservation Committee, Parks Committee, and Comprehensive Plan Committee. They also discussed changes in the budget: \$30k for Parks (\$12k for Lyon's Park project). They also recognized Mike Engelberger's service and stated that they greatly appreciate this. 	None
Dane County Update	<ul style="list-style-type: none"> • Michael Engelberger representing District 35 reported they also had their County Annual meeting last night. They seated 37 board members – 10 new, 1 vacant. The county has a staff of five people. They help with legislation, research, etc. The Chief of Staff just retired so that spot is vacant as well. They elected officers. Patrick Meles was elected Chair again. They discussed Board rules and reviewed County ordinances. • Mike mentioned that he sponsored just under 500 resolutions. He has a blog on 	None

	his webpage that is updated 2-3 times each year. There is a lot of info there. His blog is listed on the dunkirkdam.com website below Mike's photo on the leadership page.	
Safety Committee Update	<ul style="list-style-type: none"> • Ted Christman provided an update on the fence/signage project around the dam. He recently spoke with Lemke Fence who will install the upgraded fence. They are back-ordered on the heavy-duty chain-link fabric so that is holding up the job. They hope it will be received the end of this week or next week. Lemke Fence will install temporary fencing during the project. Soon, we will be drafting a letter to the Sherriff so they are fully aware of the "No Trespass" area around the dam and can ticket trespassers. • Doug Mackenzie pointed out that the "No Trespassing" flier on the website is inaccurate around the Portage. He suggested that the portage not look like it's in a "no trespassing" area. Becky will correct this. • We asked Tom Reiss if FERC requires a portage over the dam. He said, yes. We discussed whether the current portage over the dam/dike will remain after we add a kyak/canoe put-in/take-out on the East side of the millpond (North Lyon's Park). A lively discussion continued regarding the need to keep the current portage or to take it out. The Safety Committee will continue to look at this. • Ted said that 7 new signs will be installed soon. The signs will be installed on 8' t-posts behind the fencing. Three will be on the dike facing west. The others will be on the east side of the dam facing toward the park. • Laura stated a "BIG THANK YOU" to Tom Reiss for donating the majority of funds for the fence project. The DDLD put in \$5k for the project and Tom donated funds for the balance. 	<p>Safety Committee will discuss keeping or removing the current portage. Install 7 signs</p> <p>Becky/Laura draft letter to the Sherriff's department.</p>
Update: South Lyon's Park Expansion	<ul style="list-style-type: none"> • Laura stated that a meeting was held 4.8.24 with 16 attendees from the Lake District and the Township. The consulting firm was in attendance. The Firm presented a plan to develop Lyon's Park North & South to include a put-in/take out on the millpond (located just north of the current parking lot), expanded parking, an 8' trail leading from the millpond to the South Lyon's Park (Adler/Hansen property). They suggested putting in some trees/bushes to visually improve the park. The lower path would have a circle area that would include a picnic table and a bench acknowledging the Adler Family. Full notes from this meeting are posted to the Dunkirk website documents page at www.dunkirkdam.com 	<p>Dunkirk/DDLD residents: Send Phil any/all old photos of the dam area. (Send these to DDLD and they will forward them to Phil.)</p> <p>Becky, post the notes and slides from the 4.8.24 meeting for the proposed plan.</p>

Archeological Survey	<ul style="list-style-type: none"> • Development of Lyon's Park requires an archeological survey because of the historical significance of the area. Phil Millhouse is the lead archeologist on this survey and explained that shovel-holes were dug throughout the entire Lyon's Park North & South area to determine the presence/absence of artifacts. • Phil explained that many years ago, Charles Brown noted significant archeological artifacts in the area that included the Lyon's Park North. This consisted of a scattering of flint chips and stone tools. This was also the site of the old Dunkirk Tavern that was present in the early 20th century. • Phil's series of shovel tests took place on the Adler property as well as the Lyon's Park North. By the dam, he found evidence of an old foundation and evidence of more current activity. He noted that the Adler property is very wet. He did find cultural pieces consisting of chert/flint. • Phil commented that Jack Lyon stopped by during his shovel test and provided quite a bit of history about the area. • The shovel test did not come up with any sub-surface features. • Phil would like any/all old pictures of the area as it will provide a better overall archeological picture. • Phil will recommend to proceed with the development of Lyon's Park as there are minimal archeological findings and the development won't really disturb the land. • The WHS (Wisconsin Historical Society) will provide final approval after they review his extensive report. The DNR will provide approval as well. • Phil will send the big report to WHS and DNR and see if they concur to proceed. • Phil will invoice DDLD after the report is submitted. 	<p>Phil Millhouse will complete the archeological survey and submit his full report to WHS and DNR.</p>
Proposed Development Plan	<ul style="list-style-type: none"> • Laura showed a slide depicting the proposed development plan. (Complete notes from this meeting are posted to the DDLD website documents tab.) • Laura explained that the next steps for Parchitecture (the consulting firm) consist of: <ol style="list-style-type: none"> 1. Refine plan to include suggestions from the April 8th meeting 2. Determine budget 3. Determine Phasing plan 4. Submit Recreational Boating Facilities Grant – due June 1 (Laura recently spoke to the grant manager and she stated that they may only want to cover the part of the development plan that specifically relates to boating.) 	<p>Laura will reconvene the Stewardship Committee to continue working on this project</p>

	<ol style="list-style-type: none"> 5. Chapter 30 permit 6. Comprehensive Outdoor Recreation Plan (Dunkirk does not have a Rec Plan so we may be able to use the plan from Dane County since this project has such a small footprint.) 7. Pursue matching funds (the Rec Boating Fac Grant requires a 50% match) 8. Laura will reconvene the Project Stewardship Committee to continue these steps. 	
Treasurer Report	<ul style="list-style-type: none"> • Lauri Hodge provided the Treasurer's report noting receipt of the donation earmarked for the fence project. She also noted that the dam loan is paid in full. The current fund balance is \$37,870 • Laura stated that we would like to reallocate a portion of these funds to the required Match for the grant and also use a portion for a cash reserve. • Doug MacKenzie emphasized again that the DDLD needs a strong cash reserve as to not incur another loan when dam repairs or other unforeseen costs occur. • Jack Lyon stated that the only reason the second loan was taken out (that we just paid off) was because the first repair was just that – only a temporary repair. 	
Items from Members	<ul style="list-style-type: none"> • Mary Ellen Mackey pointed out that the Dunkirk Dam area and the Lyon's Park area are miss-named/miss-represented in Google Maps. It states the Dam is a public park and incorrectly identifies portage. She will help correct this. 	Mary Ellen will work with Laura/Becky to correct these designations in Google Maps.
Adjourn	<ul style="list-style-type: none"> • The meeting adjourned at 7:30pm 	