

**DRAFT Minutes**  
**Dunkirk Dam Lake District (DDLD)**  
**October 18, 2023 quarterly meeting**  
 Location: Dunkirk Town Hall

**In Attendance:**

DDLD Commissioners	Attendees		Guests
<ul style="list-style-type: none"> <li>• Laura Davis*, Chair</li> <li>• Becky Dakin*, Secretary</li> <li>• Ted Olson for Dan Jenks, Dunkirk Appointee</li> <li>• Michael Engelberger, Dane Cnty Appointee</li> </ul>	<ul style="list-style-type: none"> <li>• Ted Christman*</li> <li>• Rich Morris*</li> <li>• Jack Lyon*</li> <li>• Marie Matejka</li> <li>• Amy Nordin*</li> <li>• Tom Nordin*</li> <li>• Doug MacKenzie*</li> <li>• Mary Ellen Mackey*</li> </ul>	<ul style="list-style-type: none"> <li>• Tom Reiss (Dunkirk Dam Lessee)</li> </ul>	

\* DDLD property owner/resident

Topic	Discussion	Action
<b>DDLD Quarterly Meeting DRAFT Minutes – 10.18.23</b>		
<b>Call to Order</b>	<ul style="list-style-type: none"> <li>• Laura Davis called the meeting to order at 6:30pm.</li> </ul>	None
<b>Minutes</b>	<ul style="list-style-type: none"> <li>• This part of the agenda was missed. July minutes were not approved.</li> </ul>	Becky, place on next meeting's agenda
<b>Treasurer's Report</b>	<ul style="list-style-type: none"> <li>• Lauri Hodge provided the Treasurer's Report via video report. Lauri explained the balance sheet. She explained that the Dam loan will be expended March 15, 2024.</li> <li>• Lauri then explained the Proposed Budget for fiscal year 2023/2024 reemphasizing that we have already collected for the last \$34k payment for the dam loan.</li> <li>• Lawn maintenance is budgeted at \$3k to include signage and other small repairs.</li> <li>• Laura mentioned that we want to enlarge the parking lot – not in this budget, but will consider this next year to add parking area in the lawn area south of the current parking area.</li> <li>• The proposed budget lists \$3k for the reserve because of needed small improvements i.e. garbage cans, signs, gravel, maintenance as we grown and improve our park area.</li> <li>• Doug MacKenzie commented that since the dam repair is paid off, this next year we will see</li> </ul>	Proposed budget approved with amendment to add \$5k to lawn maintenance line item specifically to pay toward the dam fence repair/installation.

	<p>a big drop in our DDLD taxation. He proposed that we increase the reserve so we have the funds available and don't have to get a loan for future major repairs.</p> <ul style="list-style-type: none"> <li>• Laura said that we need this in our future plans. There will be unknown significant needs. So, we'll definitely need this in the future.</li> <li>• A motion was made and seconded to approve the Proposed Budget as presented. Members and Commissioners approved the motion unanimously.</li> <li>• <b>(See the end of the Safety Committee Report for an amendment to the Proposed Budget.)</b></li> </ul>	
<b>Dunkirk Update</b>	<ul style="list-style-type: none"> <li>• Ted Olson, Dunkirk Supervisor, sat in for Dan Jenks. Ted stated that Dunkirk is going to be reassessed and tax changes will take place next year.</li> </ul>	
<b>Dane County Update</b>	<ul style="list-style-type: none"> <li>• Michael Engelberger representing District 35 reported that Dan County has been busy with the budget and will vote on the budget in November. Mike has submitted several amendments regarding affordable housing and regarding FT janitorial employees to cover 3<sup>rd</sup> shift at the Alliant Energy Center. He has been appointed to the Lakes &amp; Watershed Committee that deals with agriculture and water. This will provide additional information for the DDLD. Mike mentioned that groundbreaking took place at Fish Camp to improve and extend the Lower Yahara Trail with ADA accommodation. Future phases will include the trail going from Fish Camp to McFarland to Kegonsa State Park. It will be similar to the boardwalk trail is that currently runs from Madison to McFarland (William G. Lunney Lake Farm County Park to McDaniel Park). Then, in two-three years, the trail will extend to Stoughton.</li> <li>• Mike also mentioned that Executive Parisi is retiring. New appointments in will take in May with elections in November.</li> </ul>	None
<b>Safety Committee Update</b>	<ul style="list-style-type: none"> <li>• Ted Christman, Safety Committee Member, reported that since the last meeting he, Jason Mackey, and Tom Reiss met with Lemke Fence to review the needed fence repair around the dam. Tom expressed a desire for more fencing and raised heights. He also wants fence wing-walls at the south end of the power plant on both sides.</li> <li>• Lemke provided a \$18k bid.</li> <li>• Tom mentioned that any new signage needs to be placed away from the fence – not placed on the fence where it can be torn off. Ted explained that that was the plan. All new signs will be placed on posts behind the fence so they cannot be accessed.</li> <li>• Laura commented that the bid from Lemke was \$18k and asked if Tom planned to take on that expense as he had mentioned previously.</li> <li>• Laura stated that DDLD would need to gain two more bids.</li> <li>• Laura asked Tom the amount he would like to contribute toward this repair/upgrade. Tom</li> </ul>	Safety Committee will pursue: 1. Two additional bids 2. Verbiage and installation of new signage 3. Confirm and schedule fence repairs/installation

	<p>stated that he hoped DDLD could contribute because the current \$18k bid to improve the fencing was much higher than the first bid of \$4k to only repair the existing fence.</p> <ul style="list-style-type: none"> <li>• Tom stated he was pleased that we now have the attention of the Sherriff. He reiterated that anglers need to stay in the river – they must stay off the dam and dyke.</li> <li>• Ted committed to getting two more bids and Tom said he would be happy to meet with them as well.</li> <li>• Rich Morris referred to Doug MacKenzie’s comment earlier, stating that we should consider adding \$5k to the new budget to contribute to this fence repair.</li> <li>• Mary Ellen asked for clarification between the \$4k bid for repairs and the current \$18k. Ted stated that the \$4k repair bid got the gates realigned/re-set and each side raised; as well as a metal plate added on one wing by the gate. The \$18k includes new, taller gates, new wing walls, and concrete installation and repair. The new fencing on each side of the south end of the powerhouse is a difficult installation because of the terrain.</li> <li>• Rich Harris asked for clarification wanting to know the recommendations of the Safety Committee. Discussion continued as to who was responsible for fencing repairs.</li> <li>• Rich Harris again mentioned that we should add \$5k to the DDLD budget to contribute toward the \$18k bid.</li> <li>• Laura Davis asked Tom Reiss if \$5k from the DDLD would be an adequate contribution to the \$18k bid so he would pay the balance. Tom Reiss agreed to this.</li> <li>• <b>A motion was made to increase the Proposed DDLD Budget to add \$5k to the Lawn Maintenance line item to a total of \$8k specifying that \$5k is to be used for fencing around the dam. The motion carried unanimously.</b></li> <li>• Tom mentioned that the fence work includes concrete work and may need to wait until Spring.</li> <li>• Laura thanked Tom for his generosity. It is greatly appreciated.</li> <li>• Ted clarified that the Safety Committee is still discussing the signs to nail down verbiage and installation.</li> </ul>	
<p><b>Stoughton Yahara River Park Update</b></p>	<p>Laura distributed a flier that the city has provided describing the plan. These fliers are available at Stoughton City Hall.</p>	

<p><b>New Business: Stoughton Area Community Foundation grant</b></p>	<ul style="list-style-type: none"> <li>• Laura reported that DDLD submitted a grant to the Stoughton Area Community Foundation (SACF) on 9/15. This application was specifically to receive funds from the American Rescue Plan (ARPA) funds that allowed for requests up to \$20k. The applications were reviewed yesterday. SACF will let us know by the end of October. They then distribute funds in the next 30 days.</li> <li>• Specifically, we applied for funds to pay for the contract with the Engineering Company, Parkitecture+Planning, who will provide a plan for safe canoe/kayak access above and below the Dunkirk Dam. The plan would include concept design and budgeting, as well as OPC (Opinion of Probable Cost). Their contract also includes writing two grants to pursue additional funding.</li> <li>• The Yahara River Park will increase river traffic. The only public destination beyond the Stoughton Dam is Lyon’s Park where there is no safe, accessible public boating access.</li> <li>• There are numerous surveys and permits that are required before the work can take place. The engineering plan would include an explanation of these items.</li> <li>• Laura clarified that access above the dam by the millpond, and access below the powerhouse are very different.</li> <li>• The Parkitecture bid is \$13,750 that includes their expertise to write and submit two grants. One is through the State that requires a 50% match. The deadline for this grant is Feb 1. The other is a Federal Grant that can take up to one year.</li> <li>• Laura reviewed the Parkitecture contract that outlines the steps for the plan.</li> <li>• If funded, the grant monies are deposited into a special bank account.</li> <li>• A motion was made and seconded to approve the contract and have the DDLD Chair sign and move forward with the contract once funding is secured. Members were unanimous in approval.</li> <li>• Laura stated that if we are funded, we will let everyone know and invite participation from DDLD members. We will also notify the Dunkirk Clerk so she can list this on the Dunkirk website.</li> </ul>	<p>Becky – provide information regarding this on the website.</p> <p>If funded, invite participation of DDLD Members and residents of Dunkirk.</p>
<p><b>New Business: DDLD By The Numbers</b></p>	<ul style="list-style-type: none"> <li>• This was deferred until next meeting.</li> </ul>	
<p><b>New Business: Election of Commissioners</b></p>	<ul style="list-style-type: none"> <li>• Laura explained that she and Becky are completing their three-year terms of service. The terms of the Commissioners are supposed to be staggered. Laura would like to continue for one more year to continue to work on the Lyon’s Park expansion. Becky agreed to serve another three year term.</li> </ul>	<p>Becky, update this on the website.</p>

	<ul style="list-style-type: none"><li>• A motion was made to elect Becky Dakin as Commissioner/Secretary for an additional three-year term. The motion passed unanimously.</li><li>• A motion was made to elect Laura Davis for an additional one year as Commissioner/Chair. The motion passed unanimously.</li></ul>	
<b>Adjourn</b>	<ul style="list-style-type: none"><li>• The meeting adjourned at 7:34pm</li></ul>	