

Minutes
Dunkirk Dam Lake District (DDLD)
July 16, 2025

In Attendance:

Board Members	DDLD Member Attendees	DDLD Member Attendees	Guests
<ul style="list-style-type: none"> • Chair (vacant) • Becky Dakin (Secretary) • Nicholas Schmuhl (Treasurer) • Michael Engelberger (Dane County) • Dan Jenks (Town of Dunkirk) 	<ul style="list-style-type: none"> • Ted Christman • Doug McKenzie • Jack Lyon • Jason Mackey • Mary Ellen Mackey 	<ul style="list-style-type: none"> • Liz Vanderwerf • Kathy Peterson • Justin Adsit • Marie Matejka 	<ul style="list-style-type: none"> • Tom Reiss, Dam Lessee • Matt Kosholleck, Consvr Warden Dane County

Topic	Discussion	Action
Call to Order	Becky called the meeting to order at 6:30pm	
Past Minutes	Becky summarized the minutes from April. Minutes were approved with no changes.	Becky, save minutes approved and post to website
Treasurer's Report	Nicholas reported current funds and expenses.	
Dunkirk Update	<ul style="list-style-type: none"> • Dan reported that Dunkirk holds a Town meeting twice each month. The board is very active and there are three active committees as well. The Town's comprehensive plan must be reviewed and rewritten every twenty years. The Comprehensive. Plan Committee has been meeting once each month for about the past six months. They hope to complete the plan this fall. They will present the completed/updated plan at a town meeting. • The Town has been keeping a close eye on the budget, forecasting what they can afford. They tend to be very conservative in their spending. There's not much of a "rainy day" fund. We borrow funds for roads. 	
Dane County Update	<p>Mike shared that the county is working on the budget. Things are real tight. The County Exec asked all departments to cut budgets by 4%.</p> <ul style="list-style-type: none"> • The County has a new Director of the Airport and a new Director of HR. • The County is considering possible renovations to the Coliseum and Convention Center Exhibit Hall. • There are currently 25 restoration projects in place. 	

	<ul style="list-style-type: none"> • Dredging will continue. The sediment removal in the Yahara and the bridge trail over the Wisconsin River. 	
Safety Committee	<ul style="list-style-type: none"> • Jason Mackey reported that we had another incident of vandalism to the fence at the dam. The clips were cut on the fabric at the end of the powerhouse to provide fishing access to the narrow ledge above the powerhouse discharge. • The Safety Committee is recommending removing the foliage in this area to provide a clear view of this area. This will allow Matt Koshollek to view this fence from the road. Ted asked Carl (roadcrew) if he could do this. We may need to remind him. • In October we may want to consider a line item in the budget for continual fence repairs. • The Safety Committee continues to brainstorm solutions to the fence vandalism. • The Dunkirk Roadcrew has installed a trail camera pointed at the south end of the powerhouse. We may want to consider adding one or two more cameras. The Roadcrew also hung a sign “under surveillance” at the parking lot gate. • The Dunkirk Roadcrew repaired and resealed the two picnic tables – THANK YOU!!! • They have also mulched a long path all through the property to the south of the dam. • Tom Reiss is upgrading the system in the powerhouse. This will provide him and his team with much better remote access. 	
Lyon’s Park Expansion Project Update	<ul style="list-style-type: none"> • Becky provided an overview of the Dam Park project reminding the group of the budget: Phase I Project Cost: \$77,500 DNR: \$38,750 grant funds (payable to Dunkirk) DDL: \$19,375 matching funds (payable to Dunkirk) Dunkirk: \$19,375 matching in-kind effort (itemization will be reported) • The management of the ongoing project will be handled by the Dunkirk Parks Committee. Ted Christman has joined this committee as he is familiar with the project. • Becky has met with Kathy Olson and Bonnie Smithback, Dunkirk’s Clerk and Treasurer to review the grant project/specifications, budget, expenses, and reporting. They are still working together on this. • The following has been completed for Phase I: 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 • The following is yet to be completed: Dock – floating ADA pier and paddle craft launch – installation mid-August (a part is on back 	

	<p>order)</p> <p>New Floating barrier lines for spillway and intake area</p> <p>Informational kiosk with bench seating</p> <ul style="list-style-type: none"> • Phase II Project is pending: The ongoing planning/management is by the Dunkirk Parks Committee • Portage path across the south property has been completed by Dunkirk Roadcrew • Yet to complete: <ul style="list-style-type: none"> Portage path from the floataing pier, across the grass (tbd) Driveway-style launch Seating area with bench (Aler family sign and Groundswell sign) Naming of the entire park: Lyon's Park + DDLD Park + South Property 	
Chair Resignation and Vacancy	<ul style="list-style-type: none"> • Becky shared that last month, Laura Davis resigned as DDLD Chair. She has moved to Minneapolis to be closer to her children and grandchildren. The group discussed the tremendous impact and effort Laura has put into this position for the past six(?) years. A lot of things were accomplished because of her energy and dedication. • Becky said that the Commissioners had held an emergency meeting with Laura to "pass the wand." Laura, Becky, and Nicholas were in attendance. Laura reviewed the Lyon's Park Expansion project. We discussed upcoming meetings and issues that needed attention. It was determined that the Chair position would remain vacant as there was not a clear candidate for the Commissioners to appoint in the interim. • The members discussed the attributes and time commitment for this position. Attributes: natural leadership skills, collaborative, good listener, delegator, meeting facilitator, team player. • A member asked if the Chair should be able to write grants. The group discussed that this is not necessary as others can provide this service. • Chair minimum time commitment: 2 hours each month + 4 hours quarterly • FYI: Secretary duties include: newsletter, website, meeting planning, minutes, documentation, mailing list, communication. Two hours each month + 10 hours quarterly • FYI: Treasurer duties: monitors/manages income/expenses. Two hours each month + 6 hours in Oct. • FYI: Dunkirk and Dane County Commissioner: leadership, oversight, coordination. 30 minutes each month + 2 hours quarterly • The group discussed if we should nominate two members as a nominating committee to investigate possible Chair nominees. • The group decided that they want Becky to mail a postcard to all members stating that we are 	Becky, Check the

	<p>taking nomination for the Chair position. (Would you be interested? Do you know someone who has these skills that we should talk with?) There may be members who would like to take the position that we are unaware of. We think the Treasurer position is up as well. Becky will look back at October minutes to reassure the group of the term dates. We're not sure that they are accurate on the website.</p> <ul style="list-style-type: none"> • Once the group receives the feedback from the postcard – there was some doubt that we would receive any feedback at all – at that point, the nomination committee could move forward. • No one stepped up feeling able to identify possible candidates. • Jason Mackey spoke up and said he had a solution. He currently holds these attributes as outlined for the Chair position. He would be willing to act as Interim Chair and “try out the position” to see if it was a good fit. In October, he will decide if he wants to be nominated for the position. Becky cautioned him that interims almost always get pushed into taking the position. We need to make it very clear that Jason is just filling in in the interim to help us through until October. 	<p>October minutes for the past several years to verify the term dates.</p> <p>Becky, compose a postcard announcing the open positions (have this approved by the Commissioners). Mail the postcard to all members.</p> <p>Becky, update the website with Jason's Interim position and photo.</p>
Oct meeting	<p>Annual Meeting agenda items:</p> <p>Budget – fence repairs – changing to calendar year to match Dunkirk</p> <p>Elections – Chair and Treasurer (Becky will double check term dates)</p>	Becky, include items in Oct meeting
Adjourn	A motion was made and seconded to adjourn the meeting – 7:40pm	
Commissioner closed meeting	Immediately after the meeting, the four Commissioners voted to appoint Jason Mackey as Interim Chair. Becky informed Jason of this action.	

Next meeting: October 15, 2025 – DDLD ANNUAL Meeting