

LARSEN DRAINAGE DISTRICT

Meeting Minutes

11:00 a.m. on Wednesday, April 15, 2020

Town of Clayton Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order:

A. Notice Verification, Roll

1. Dave Schliek called the meeting to order at 10:00 a.m.
2. Roll

a. District Board

Chair Abe Eckstein	EXCUSED
Secretary Jerry Peterson	PRESENT
David Sleik	PRESENT

b. Staff

Town of Clayton Clerk Holly Stevens	PRESENT
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II. Public Hearings:

A. None

III. Approval of Minutes

A. Approval of the minutes of the October 7, 2019 Larsen Drainage District Annual Meeting.

MOTION:

Motion by Gerry Peterson

Second by Dave Sleik

Motion to approve the minutes from the October 7, 2019 Larsen Drainage District Annual Meeting.

Motion carried by a vote of 2-0

IV. Open Forum: Drainage District related Matters not on the Drainage District Board Agenda:

NONE

V. Business:

A. Discussion/Action: Drainage District Board review of the Financial Report

- The Board reviewed the Financial Report provided by the Winnebago County Treasurer

NO ACTION TAKEN

B. Discussion/Action: Drainage District Board review and consideration of any outstanding invoices/obligations

The Board reviewed invoices submitted to the Winnebago County Treasurer/Larsen Drainage District Treasurer for payment. The Treasurer had requested Board review of the work completed and verification of claims before issuing payment.

- Gerry Peterson asked for clarification of the charge for the Drainage District Dues as included on the bill submitted by Abe Eckstein.
- Dan Eckstein explained that the Dues had been paid and the charge on the bill was reimbursement for making the payment.

MOTION:

Motion by Gerry Peterson

Second by Dave Sleik

Motion to approve the accounts payable submitted by Abe Eckstein, Daniel Eckstein, Ted Eckstein, Tom Eckstein LLC, and Clint Eckstein, for a total of \$28,334.00

- Dan Eckstein requested he be compensated for the late charges he has incurred from his supplier due to the delay in payment
- The Board asked for the total charged noting that the Treasurer would not pay the bills without Board review and approval.
- Mr. Eckstein submitted a modified bill which included late charges of \$97.20

MOTION:

Motion by Dave Sleik

Second by Gerry Peterson

Motion to pay the additional \$97.20 for late fees incurred by Dan Eckstein

Motion carried by a vote of 2-0

C. Discussion/Action: Drainage District Board review and consideration of the appointment of Board Members by the Circuit Court due to the expiration of terms

The Members of the Larsen Drainage District Board terms have long expired and while still operating, statute requires the Circuit Court be notified of the expiration of terms in order to fill vacancies.

The Board reviewed information provided by WI DATCP Drainage Engineer, Bart Chapman.

- Drainage District Board Members are appointed by the Circuit Court
- Statute requires the Court be notified when a seat becomes vacant/term expires. If properly done, the Board members will have staggering 3-year terms with 1 member being appointed by the Court each year.
- Resignations do not apply—terms have expired, all seats are considered vacant

- All seats will need to go before the Circuit Court because all terms have expired. The Court may appoint the three seats with a 1-year, 2-year, and a 3-year term in order to seat the Board properly with staggering terms.
- Board needs to notify the following of the vacancies to solicit interested and qualified candidates:
 - UW Extension
 - Ag Department
 - County Land and Water Department
 - DATCP
 - Towns of Clayton, Winchester, and Winneconne
 - All Landowners within the District
- Board compiles a list of interested and qualified candidates. The current Board members may be included on the list of candidates.
- The Board then petitions the Circuit Court to appoint Board Members
- If the Board chooses not to complete the process and petition the Circuit Court, DATCP will step in and petition the court in order to bring the district into compliance with Statute.

The Board also reviewed Chapter 3 of the DATCP Drainage Board Handbook regarding the Organization of the Drainage Board.

The Board discussed keeping control of the district at a local level as being the better option as opposed to surrendering the district to the County or the State.

Clerk Stevens suggested combining the notice with the requisite Annual newsletter. The Board agreed it would be more efficient to do so.

MOTION:

Motion by Dave Sleik

Second by Gerry Peterson

Motion to send notification of Board vacancies to the required local and state entities and to all property owners within the Larsen Drainage District and to solicit interested parties for inclusion on a candidates list for Circuit Court consideration to fill the vacancies on the Larsen Drainage District Board.

Motion carried by a vote of 2-0

D. Discussion/Action: Other Drainage District Board business not requiring formal action.

- Clerk Stevens requested clarification of the per diem rate paid to the Board for Meetings, etc.
 - The Board confirmed they are paid at the County per diem rate
- Clerk Stevens requested direction from the Board regarding the processing of future bills
 - The Board determined there should be no other bills in the near future and they can address end of year expenses in the fall
- The Board discussed the seasonal need for mowing of the watercourse

- The Board was unsure of how to determine where the mowing is needed and without a full Board in place to deal with the work, they decided it would have to wait.
- Dave Sleik noted that it would be nice to have a drone study completed to determine how the watercourse is functioning and where there are issues.

VI. Adjournment:

MOTION:

Motion by David Sleik

Second by Gerry Peterson

Motion to adjourn at 12:04 p.m.

Motion carried by a 2-0 vote.

Respectfully submitted,

Holly Stevens, Clerk, Town of Clayton