

WINNEBAGO COUNTY DRAINAGE BOARD
LARSEN DRAINAGE DISTRICT

Meeting Minutes

7:00 p.m. on May 27, 2021

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

I. Call to Order

Board Members:

Howard Miller	PRESENT
Peter Romberg	PRESENT (arrived at 7:49p)
David Sleik	PRESENT
John Kunde	PRESENT
Michael Pfankuch	PRESENT

Staff:

Clerk Holly Stevens	PRESENT
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District Consultant:

Gerald Peterson	PRESENT
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II. Approval of Minutes

A. Approval of the minutes of the March 30, 2021 Larsen Drainage District Meeting.

MOTION:

Motion by Board Member Pfankuch

Second by Board Member Kunde

Motion to approve the minutes from the March 30, 2021 Larsen Drainage District Meeting as presented.

Motion carried by unanimous voice vote

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

NONE

IV. Business:

A. State of WI DATCP Drainage Engineer, Bart Chapman, Presentation

Bart Chapman presented an overview primer of Drainage Districts in Wisconsin with some historic information.

- Drainage Board Handbook is the best reference/guide
- 2017 the state legislature made a change to the laws which exempts (with some minor exceptions) drainage districts with approved plans on file with DATCP from DNR Chapter 30 Permitting, Local Storm Water Permitting, Wetland Permitting, and some Floodplain requirements. DATCP can assist as liaison regarding projects.

- The Larsen Drainage District has a plan approved in 2004 and is on file with DATCP
- Board is responsible for inspections, maintenance and repairs, and reporting
- Landowners are charged a benefit assessment as well as, assessments of costs for specific projects
- Board has power to regulate private drains discharging into the corridor
- DATCP is always available and ready to assist the Board

B. McMahon Group: UAV Flight and GIS

1. Presentation

Sam Pociask and Ben Hamblin, both of McMahon Group presented the UAV Flight images of the corridor along with the GIS webapp which will allow the Board Members access to the imagery.

- Flight was completed in a single day providing high-resolution images with consistent lighting resulting in a high-quality, comprehensive capture of the condition of the entire corridor
- The GIS application allows for the addition of notes, records, and almost any other documentation which is relative to a specific image or area of the corridor
- Evaluation of condition and maintenance projects are identifiable from the current images – areas can be flagged for monitoring as potential issues are identified
- No issues were identified which would need immediate attention—corridor in good condition.

2. Next Steps – data/image organization, categorization of features based on maintenance plans, etc.

- Board Members will be provided access and should begin exploring the application
 - Determine what information the Board wants to start compiling
 - Determine what information the Board wants to glean from the imagery and data

C. Monitoring Station at Woodland Road Bridge

Chair Miller explained the Board needs to know the current condition of the river to use as a baseline to determine the effectiveness of any changes which are made.

- He determined the elevation of the Woodland Road bridge and has been tracking the water level and flow rates
- He also was able to get information for the Main St. Bridge in Oshkosh and the Boat Landing near Boom Bay on Lake Poygan, both of which are tracked by the Army Corp of Engineers
- Comparing the data indicates the water levels are within approximately six inches of the others and therefore it can be concluded the Larsen Drainage District is basically locked and controlled by the levels set for Lake Winnebago.
- Lake Winnebago levels are raised to their highest point by Memorial Day each year and are not dropped until late fall.

- Chair Miller indicated he would start tracking water levels and flows at bridges further upstream noting the key is elevation—we need change in elevation to create flow.
- Ben Hamblin noted the Board cannot control water levels downstream from the district. He said the best the Board can do is to eliminate restrictions and make sure the bed is smooth and has slope so ensure the water flow is not impeded in anyway.

D. Accounts Payable

The Board reviewed the accounts payable presented by Clerk Stevens as follows:

- Invoice #922525 Project 09-21-00337 UAV Survey & GIS for \$3615.21 (project approved at the March 30, 2021 meeting)
- Meeting attendance log and per diem/mileage distribution for the 05/27/21 meeting for \$259.04

MOTION:

Motion by Board Member Pfankuch

Second by Board Member Romberg

Motion to approve and pay the accounts payable as presented by the Clerk

Motion carried by unanimous voice vote

E. Next Meeting and Board Member Requests for Agenda Items

The Board scheduled their next meeting for Tuesday, July 20, 2021 at 7:00 p.m.

Agenda items are to include review of the GIS application use, review of historic landowner fees, and any other business which may arise.

V. Adjournment:

MOTION:

Motion by Board Member Sleik

Second by Board Member Pfankuch

Motion to adjourn at 8:45 p.m.

Motion carried by unanimous voice vote.

Respectfully submitted,
Holly Stevens, Clerk, Town of Clayton