TUG LAKE DISTRICT

Lincoln County, Wisconsin
www.tuglake.com

AGENDA ITEM 4

BOARD OF COMMISSIONERS — MEETING MINUTES

DATE	Thursday, August 27, 2026
TIME	9:00 a.m. to 9:50 a.m.
LOCATION	Online meeting (Zoom)

Attendance

PRESENT	Todd Nicklaus, Chairperson Don Olson, Treasurer John Greenwood, Secretary
ALSO PRESENT	Residents and property owners (2): Dave Klecka (Treasurer-in-Training), Jean Greenwood.
GUESTS	Daniel Guild, LGMP, Consultant and meeting host Buzz Sorge, Consultant
ABSENT	Jeremy Neubauer, Town of Rock Falls representative Gene Simon, Lincoln County representative

Minutes

Call to Order

The Board met by Zoom at 9:00 a.m. Three elected commissioners were present, which is a quorum. No motions were made and no formal Board action was taken, and the matters recorded below were settled by general consent.

1. Review of the August 29 Annual Meeting notice and distribution

The revised meeting notice had been distributed by email, and an updated Zoom meeting request had been sent for the Annual Meeting. The District email list has been refined and circulated to the commissioners, and of approximately seventy-five addresses two were reported as belonging to people no longer on the lake.

The notice gave the location of the community picnic as the boat landing, which does not exist on Tug Lake. Older maps show a landing beside the public park and another in Airplane Bay, neither of which was ever built, and people have arrived at the park looking for one. The Board directed that the location be corrected to the public park.

2. District calendar

A draft District calendar was presented for distribution as a handout at the Annual Meeting. The Board settled its meeting dates for the remainder of 2026: the meeting previously set for Wednesday, September 23 moves to Wednesday, September 30, a conflict having been reported for the twenty-third, and the meeting following it is Thursday, November 5. Board meetings begin at 9:00 a.m.

Later years carry meetings on the second Wednesday morning of the month as a planning pattern, the statute requiring the Board to meet at least quarterly. The pattern is published so that commissioners and residents can plan around it, and it is a plan rather than a commitment. The Board noted that it can conduct no official business unless all three elected commissioners are present.

3. Lake management plan and the resident survey

Work on the draft lake management plan continues. A print copy of the resident and property owner survey will be available at the Annual Meeting, and the survey will also be distributed by email and posted on the District website, the same instrument having been prepared both as a paper form and as an online form. The District holds no email address for about twenty property owners.

The Board discussed the survey's design and asked that it explain at the outset why the District is conducting it and tell respondents the expected time to complete, which is five to seven minutes. A concern was raised that earlier lake surveys have tended to measure how much residents value the lake rather than their willingness to take part in lake management, and that this survey should reach the second. Most questions are check boxes, with space for written comment where a respondent wishes to add one, and the draft would be circulated to the commissioners and to the District's consultants for comment immediately after the meeting.

4. Sequence of the August 29 meetings

The Board considered whether to hold its own meeting before the Annual Meeting, at 8:45 a.m., or inside it, and concluded that meeting beforehand would serve no purpose because the Board cannot elect its officers until the electors have elected the commissioner. The sequence settled is that the Annual Meeting opens and the electors elect a commissioner, the Annual Meeting then recesses, the Board of Commissioners convenes and elects its officers, and the Board adjourns so that the Annual Meeting can resume.

Because the Board of Commissioners meeting is a separate meeting it requires its own notice. The Board directed that a revised Annual Meeting agenda be prepared and distributed, and noted that an amended agenda must be distributed not later than twenty-four hours before the meeting.

5. Time allocations for the Annual Meeting

The Board allocated time so that the meeting finishes within its noticed window and so that the business requiring the Chairperson is completed before he leaves. The business of the Board and the election of a commissioner take the first block, after which old business runs about fifty-five minutes and new business about thirty. Within those blocks the presentation of the draft lake management plan takes about forty-five minutes including questions, the report on the buoy and the Citizens Lake Monitoring Network about five, the report on District communications and the survey five to ten, and the Deputy Treasurer's remarks about three. A short break is taken before the lake management plan presentation.

6. Matters identified for the Annual Meeting

The audit has been completed, the books having been reviewed with no discrepancies found. The Board noted that, absent procedures it has established for the purpose, the District is not required by state law to approve an audit.

The FY2027 budget will be presented and amendments may be offered. The Board discussed reducing the proposed tax levy by paying part of the seventeen thousand five hundred dollar administrative coordinator cost from District funds on hand, and asked that figures be prepared so that the option is available at the meeting. The designation of Dave Klecka as Deputy Treasurer was also identified as business for the Board.

7. Adjournment

The meeting adjourned at 9:50 a.m. No motion to adjourn was made and none was required.

Note for the record: rules of order. The District's parliamentary authority is Robert's Rules of Order Newly Revised, and the Board follows its procedure for small boards. A motion needs no second, the Chair may take part in discussion and may vote, and a member need not be recognized before speaking. Where these minutes name both a mover and a seconder, both are recorded because both occurred. Questions are taken by voice or by show of hands, and a ballot is used where the governing rules require one or the Board directs it.

Tug Lake District meeting minutes approved 09/30/2026 by a vote of 3-0; recorded by John Greenwood, Secretary. Prepared by LGMP.