Berry Lake Community District

Meeting Minutes – January 21, 2026

1. Call to Order

Commissioner Krainik, acting as Chairperson, called the meeting to order at 9:11am at the Town of Underhill Community Center located at 5597 Cardinal Road, Gillett, WI 54124. Notice of this meeting was given to the public at least 24 hours prior to the meeting by forwarding the complete agenda to all news media who requested the same, as well as by posting. Copies of the complete agenda were available for inspection at the Town of Underhill Community Center. In addition, notice and agenda were posted on the Town of Underhill's website under the Berry Lake tab, on the Berry Lake Property Owners Association website and on the Berry Lake Community District Website.

2. Roll Call

Commissioner Jenny Morrow, acting as Secretary, recorded attendance with the following members present: Commissioners DePrey, Nelson, Morrow and Winkler.

3. Approval of Agenda

There being no motion to change the sequence of the agenda, nor to remove items from the agenda, on motion by Winkler and seconded by DePrey to approve the Meeting Agenda as final, the motion was voted on and carried.

4. Approval of Minutes of Previous Meeting

On motion by DePrey and seconded by Winkler to approve the Minutes of the meeting of the District Commissioners held on October 15, 2025, as amended to correct the spelling of Jennifer McDermot's last name, as final, the motion was voted on and carried.

5. Treasurer's Report

Treasurer DePrey provided a Treasurer's Financial Report to the Board covering the following:

- Berry Lake Community District Financial Reports 2025 (Unaudited)
    - December, 2025 Checking - $55.83;
    - Membership Savings - $5,247.16
    - DNR Grant Prepaid Balance - $1,724.55
    - Town of Underhill Donation Balance - $1,724.55
    - Town of Underhill Loan - $42,788.06
    - Lake Treatment Expenses - $52,962.43
    - Office Supplies - $87.58
    - Insurance - $2,790.00
    - Website Fee - $87.50

    - Google Workspace - $231.57
    - Annual Meeting Expenses – $420.67
    - PO Box - $82.00
- Berry Lake Community District Financial Reports 2026 (Unaudited) as of 1.17.2026
    - January, 2026 Checking - $98.53
    - Membership Savings - $9,622.00
    - DNR Grant Prepaid Balance - $4,147.16
    - Town of Underhill Donation Balance - $1,724.55
    - Town of Underhill Loan - $42,788.06
    - Tax Revenue - $9,611.90
    - Lake Treatment Expenses - $1,029.50
    - Contingency – Other - $25.60
    - The Board Discussed the outstanding $42,788.06 Town of Underhill Loan Balance and the repayment thereof. On motion by Nelson and seconded by DePrey the Board unanimously determined that the entire Underhill Loan balance will be repaid to the Town of Underhill upon receipt of the next Tax Allocation from the Town.
- Listing of Account Transactions beginning 12.5.2024 and ending 1.15.2026
- DePrey indicated he will proceed to merge separate internal accounts held at the Credit Union into one account and receipts and expenditures will be tracked via standard accounting methods.
- The Board engaged in a discussion of the requirement that 1099's be issued to District vendors on or prior to January 31, 2026. Ms. Morrow and Mr. DePrey indicated that they will work together to assure the necessary 1099s are timely prepared, mailed and filed.

The Treasurer's Financial Report was received by the Board.

6. Public Comment

No formal public comment was made. The public participated informally in discussions on relevant topics as the meeting progressed.

7. Committee Reports

AIS Committee –

- Michael McDermot appeared as a representative of the AIS Committee and reported as follows:
    - No sign of EWM after recent treatment
    - Onterra will return in fall
    - The EWM treatment had little impact on native plants
    - A new treatment will not be allowed until 2028 as the DNR wishes to spread treatments out to avoid stressing lakes in WI.
- The Board discussed the merits of adding an additional seat in the Berry Lake Community District Google Workspace to accommodate recordkeeping and communication between and among the AIS Committee, the Commissioners, the DNR, other State and Local organizations and agencies and the public. Following such discussion, the Board directed Ms. Morrow to create such a seat in the District's

Google Workspace and assign the position an email address of aischair@berrylakedistrict.org

Communications & Education Committee –

- Nothing to report.

8. Discussion Items with Possible Action

The Board engaged in a discussion regarding the following:

- Grant Project Resolution: The Board discussed the necessity of re-assigning tasks on the Grant Project Resolution to better align with responsibilities carried out by various District Representatives with respect to the DNR Grant. On motion by Winkler and seconded by DePrey, to allocate the tasks as set forth below, the Board unanimously resolved to allocate the tasks, to execute the Grant Project Resolution and submit the Resolution to the appropriate DNR representative:
    - Tasks assigned to Chairperson: Sign and submit application; Enter into an Agreement/Contract with the DNR.
    - Tasks assigned to Aquatic Invasive Species (AIS) Committee Chairperson: Submit required reports to the DNR to satisfy the Agreement/Contract as appropriate; Submit reimbursement request(s) to the DNR per the Agreement/Contract; Sign and submit other documentation as necessary to complete the project per the Agreement/Contract.
- Tax Revenue Disposition: Interest bearing accounts? Mr. DePrey indicated he will investigate various interest-bearing account options and report back to the Board at the next Commissioners' meeting.
- Attendance at 2026 Wisconsin Lakes & Rivers Convention: Morrow, DePrey and Krainik indicated their intention to attend.
- Discuss Development of Policies & Procedures: The Board discussed the task lists prepared by Commissioners Krainik and Morrow and Commissioner Winkler indicated she obtained a copy of policies and procedures from another WI lake district which she indicated she would provide to Commissioner Morrow for review. The Board discussed the merits of maintaining Policies and Procedures that don't stray from the parameters set forth in Chapter 33. Ms. Morrow indicated that upon receipt of the document from Commissioner Winkler, she would create a draft of Policies and Procedures for the Berry Lake Community District for review at the next Commissioners' meeting with the intention of aligning them closely with Chapter 33.

9. Identify Future Agenda Items

The Board discussed topics to be included in the next meeting agenda and determined that the following matters are to be included:

- Follow up on disposition of Oconto & CLMP grant reimbursement

- Tax Revenue Disposition: Options for interest bearing accts
- Discuss Development of Policy & Procedures
- Set Date for Budget Workgroup Meeting

10. Announcements/General Information

None

11. Adjournment

On motion by Winkler and seconded by DePrey the meeting was adjourned at 10:28am

Respectfully Submitted: Jenny Morrow, Secretary

Posted: July 16, 2026