Berry Lake Community District
Meeting Minutes

Date:	July 15, 2026
Attendees:	Commissioners DePrey, Krainik, Morrow, and Winkler (representing a quorum)
Chairperson:	Commissioner Krainik (Acting)
Secretary:	Commissioner Jenny Morrow

Agenda

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes of Previous Meeting
5. Treasurer's Report
6. Public Comment
7. Committee Reports
8. Discussion Items with Possible Action
9. Identify Future Agenda Items
10. Announcements / General Information
11. Set Next Meeting Date
12. Adjournment

Discussion & Decisions

1. Call to Order

Commissioner Krainik, acting as Chairperson, called the meeting to order at 9:03 a.m. 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 that 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, the notice and agenda were posted on the Town of Underhill's website under the Berry Lake tab and on the Berry Lake Community District website.

2. Roll Call

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

3. Approval of Agenda

With no motions to change the sequence or remove items, Winkler motioned to approve the meeting agenda as final, seconded by DePrey. The motion was voted on and carried.

4. Approval of Minutes of Previous Meeting

Winkler motioned to approve the minutes of the April 29, 2026 meeting of the District Commissioners as final, seconded by DePrey. The motion was voted on and carried.

5. Treasurer's Report

Treasurer DePrey presented the Treasurer's Financial Report. Key items included:

Financial Statement Overview (Through June 2026 – Unaudited)

- The beginning cash balance for July 2026 was $13,389, corresponding to the ending cash balance from June 2026.
- An invoice of $900 was received from the insurer for Worker's Compensation. The liability invoice has not yet been received.
- The months of April, May, and June 2026 are considered closed, as highlighted on the report.

Plan vs. Actual Budget – As of June 30, 2026

- The Plan vs. Actual budget runs through June 2026; the remainder reflects the projected budget.

Remaining Budget Outlook

- The tax settlement from the County will be received in August.

The Treasurer's report was received and acknowledged by the Board.

6. Public Comment

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

7. Committee Reports

AIS Committee

- Observations after the July 4th weekend indicated many weeds washed ashore, but no EWM was found.
- Lake monitoring for dissolved oxygen, conducted by the McDermotts and submitted to the state, began in May.
- Onterra monitoring will begin in the fall.

- DASH (Diver Assisted Suction Harvesting) is unlikely to occur, as it is currently unneeded.

Communications & Education Committee

- No report.

8. Discussion Items with Possible Action

Records Retention Policy Approval & Policy Development Process

- Records Retention and Policy Development Process were combined into one discussion topic and a draft presented by Morrow was discussed briefly but set aside for approval at a future meeting date.

Approval of Proposed 2027 Budget for Electors Meeting Approval

- Discussed versions with and without the Reserve Account.
- Anticipated Oconto County Grant: $5,000.
- A $25,000 transfer to the Reserve Account is indicated.
- The Board anticipates building the Reserve Account until 2029, when the next lake treatment is expected.
- Discussed Lake Management Plan requirements (5-Year, 10-Year, Chemical Treatment). Mr. McDermot will bring information on the timing of plans to the next AIS Committee meeting. The 5-Year Plan (2023) is due for renewal in 2028. The 10-Year Plan lapsed in 2025, but the County is providing a grace period as the District prepares a new 10-Year Plan.
- Discussed that the version Budget without a Reserve Account would result in a large assessment in 2029 (estimated at 1.487914699).
- $6,000 will be added under lake management expenses to both versions of the budget to cover the cost of the 5-Year Plan in 2028.
- Winkler motioned to approve the version of the 2027 Budget including the Reserve Fund for presentation at the Annual Meeting. The motion was seconded by Krainik. The motion was voted on and carried.

Approval of Agenda and Informational Mailing for Electors Meeting Approval

- All draft documents for use in association with the August 22 Annual Meeting were discussed. Changes were marked on the draft documents.
- Winkler motioned to approve the changes to the agenda and informational mailing items, seconded by DePrey. The motion was voted on and carried.

Establishment of Audit Committee

- An Audit Committee was proposed, consisting of Morrow, Krainik, Winkler, and Nelson, with DePrey attending as a guest. The committee will meet in person on July 29th, 2026, at the Town Hall at 9:00 a.m.
- DePrey motioned to approve the establishment of the committee, seconded by Winkler. The motion was voted on and carried.

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:

- Approval of Policies and Procedures.

10. Announcements / General Information

None.

11. Set Next Meeting Date

The Board acknowledged that the next District Commissioner Meeting will be held immediately following the District's Annual Meeting on August 22, 2026, at 9:00 a.m. at the Town of Underhill Community Center, 5597 Cardinal Road, Gillett, WI 54124.

12. Adjournment

Winkler motioned to adjourn the meeting, seconded by DePrey. The meeting adjourned at 11:21 a.m.

Respectfully Submitted,

Jenny Morrow, Secretary
Posted: October 21, 2026