

**RACINE COUNTY BOARD OF DRAINAGE COMMISSIONERS**  
**c/o Knuteson, Hinkston & Rosenberg, S.C.**  
**500 College Avenue**  
**Racine, WI 53403**  
**(262) 633-2000**

**Alan Jasperson, Chairman** (262) 721-5162      **Russell Weis, Member** (262) 534-2884  
**John Vyvyan, Sec., Treasurer** (262) 939-1956      **Greg Foat, Member** (262) 210-4845  
**Matthew Rowntree, Member** (262) 492-2943      **Legal Counsel, Atty. Mark R. Hinkston**

RACINE AND KENOSHA COUNTY – WIDE DRAINAGE BOARD  
MINUTES

Date:            March 16, 2023  
Time:            7:00 p.m.  
Place:           Racine County Office Building, Ives Groves  
                     14200 Washington Ave  
                     Sturtevant, WI 53177

**Procedural**

1. Call to Order – Commissioner Alan Jasperson called the meeting to order at 7:00pm.
2. Roll Call
  - a. Board Members in attendance: Alan Jasperson, Gregory Foat, Russell Weis, John Vyvyan, and Matthew Rowntree.
  - b. Others in attendance: Attorney Mark Hinkston, Attorney, andCarolynn Frazer, recorder.
3. Pledge of Allegiance
4. Approval of Agenda
  - a. Commissioner John Vyvyan moved to approve the agenda for March 16, 2023, as written and Commissioner Russell Weis seconded. The motion passed unanimously.
5. Approval of Meeting Minutes
  - a. December 8, 2022
    - i. Commissioner Russell Weis moved to approve the meeting minutes of December 8, 2022, and Commissioner John Vyvyan seconded the motion. The motion passed unanimously.
  - b. December 15, 2022
    - i. Commissioner John Vyvyan moved to approve the meeting minutes of December 15, 2022, and Commissioner Matthew Rowntree seconded the motion. The motion passed unanimously.
6. Procedure when landowners combine parcels.
  - a. Does RCBDC still assess the full amount as if there were 2 parcels because there were two parcels at the time of the assessment?

- b. Does RCBDC reassess for those parcels and charge the new amount based on the engineers' calculations?
  - c. Motion to agree to combine parcels and treat it as one parcel moving forward effective immediately by Commissioner John Vyvyan and seconded by Commissioner Russel Weis, and to change the amounts effective the 2023 tax year. The motion passed unanimously.
7. Should the board direct Nielsen Madsen & Barber to start on the assessment for the Yorkville/Raymond District while there is availability to start the work?
- a. The board directed Nielsen Madsen and Barber to begin the work for the assessment for the Yorkville/Raymond Drainage District as required by the statutes.

### **Farm #1 / Waterford**

1. Financial Report
  - a. Bills paid and bills to be paid – Attorney Mark Hinkston read the financial report into the record.
  - b. CSB Account Balances and Loans as of February 28, 2023
  - c. Commissioner Gregory Foat approved the financial report for Farm #1 Waterford and Commissioner Matthew Rowntree seconded. The motion passed unanimously.
2. Update on Current District Projects.
  - a. No projects at this time.
  - b. Tom Greil called regarding Kramer field. A tile may need to be added to help drain the rest of the field.
  - c. The board could scope the area to assess what is needed. There were two six-inch tiles in there before.
3. The board asked Nielsen Madsen & Barber to review the storm water plan for the DeGrave farm due to a large amount of water onsite.
4. Follow up on the Jamie Kruegel Pole Barn Status
  - a. Any inspections of the relocated tile by a board member?
    - i. No updates, Commissioner Gregory Foat to pay a visit to the site.
  - b. Any response from Mr. Kruegel's attorney?
    - i. No response from Mr. Kruegel's attorney.
5. Nancy Maerzke's request to have her parcel removed from the district.
  - a. 010-04-20-31-015-010
  - b. Motion from Commissioner Russell Weis to permanently remove this parcel from the Farm #1 Waterford District and seconded by Commissioner Matthew Rowntree. The motion passed unanimously.

## **Farm #4 / Eagle Creek**

1. Financial Report
  - a. Bills paid and bills to be paid – Attorney Mark Hinkston read the financial report into the record.
    - i. CSB Account Balances and Loans as of February 28, 2023
    - ii. Commissioner Gregory Foat motioned to approve the financial report Commissioner John Vyvyan seconded the motion. The motion passed unanimously.
2. Update on Current District Projects.
  - a. Status of Contracts 1&2 – no update, holding due to the weather.
  - b. Status of Contract 3 – no update, holding due to weather.
  - c. Status of District Spraying - complete
3. Dale & Lynn Noble – 006-03-20-28-012-000 – The Nobles tiled the Eagle Creek district area to the South into the Hoosier Creek district.
  - a. The Nobles petitioned to be removed from the Eagle Creek district. Boundary will be updated at the time of a new assessment.
  - b. Motion by Commissioner John Vyvyan and seconded by Commissioner Russell Weis to remove the parcel from the Eagle Creek District and have it all be in Hoosier Creek. The motion passed unanimously.
4. Eagle Lake Improvement Association asked that the area around the lake get assessed. The board will look into the matter and see if it is in the district. If not in the district, the board may direct the association to the correct party within Racine County.

## **Farm #5 / Hoosier Creek**

1. Financial Report
  - a. Bills paid and bills to be paid – Attorney Mark Hinkston read the financial report into the record.
  - b. CSB Account Balances and Loans as of February 28, 2023
  - c. Commissioner John Vyvyan motioned to approve the financial report and Commissioner Matthew Rowntree seconded. The motion passed unanimously.
2. Update on current projects
  - a. Completion of corrections by CN Railway – nothing new to report.
  - b. Hydraulic Dredging – Estimate was between \$115,000 - \$135,000 exclusive of required permitting and materials. Can be done anytime of the year but prefer spring or summer. The board decided to hold over to the next meeting.
    - i. Is there an advantage to doing the dredging?
    - ii. Commissioner Weis says there is a beaver problem and believes it will be advantageous once the beaver problem is remedied.
  - c. Status of District Spraying – done.
    - i. The board directed Nielsen, Madsen & Barber to seek bids for debrushing the cedar trees and treating the stump afterwards from Mt Tom Road to Hwy J.

3. Letter from David & Karen Dubiel regarding removal of their parcel from the district.
  - a. 006-03-20-28-014-200
  - b. Motion from Commissioner Russell Weis to remove the Hoosier Creek assessment from the parcel and permanently remove the parcel from the Hoosier Creek district at the next assessment and seconded by Commissioner Gregory Foat. The motion was unanimously approved.

### Norway / Dover

1. Financial Report
  - a. Bills paid and bills to be paid - Attorney Mark Hinkston read the financial report into the record.
  - b. CSB Account Balances and Loans as of February 28, 2023
    - i. Motion by Commissioner Russell Weis to approve the financial report and seconded by Commissioner John Vyvyan. The motion passed unanimously.
  - c. Financial Forecast
    - ii. The board discussed the forecast and wants this for each district with loans.
2. Update on current in progress projects.
  - a. Beaver Problem – and updates on the additional dens found on WLC & GLBC?
    - i. The project is complete.
  - b. Status of the District Mapping Update
    - i. The board needs to review and if approved, it will be sent to DATCP.
  - c. Update from RLP on how mowing went in 2022 and request that it begin earlier in 2023.
    - i. RLP will start earlier in 2023 and will get a different type of mower to go further down the bank.
    - ii. RLP will notify Nielsen Madsen & Barber of areas to fill due to washout.
  - d. Status of District Spraying – done
    - i. Need a list of farmers planting too close. Nielsen Madsen & Barber to get a list to the board so notices can be sent.
3. Herman Anderson's request regarding the assessment amount due to combined parcels.
  - a. 010-04-20-16-071-000 (formerly 010-04-20-16-071-000, 010-04-20-16-072-000, and 010-04-20-16-073-000)
  - b. Reduce assessment to one assessment.
  - c. Motion to reduce the assessment to one parcel as per previously agreed upon by Commissioner Matthew Rowntree and seconded by Commissioner Gregory Foat. The motion passed unanimously.
4. Bridge replacement by Racine County on Hwy N that is over a drainage ditch. The board needs to be consulted. Nielsen Madsen & Barber to consult the county.

## Yorkville / Raymond

1. Financial Report
  - a. Bills paid and bills to be paid – Attorney Mark Hinkston read the financial report into the record.
  - b. CSB Account Balances and Loans as of February 28, 2023
  - c. Motion to approve the financial report by Commissioner Gregory Foat and seconded by Commissioner Matthew Rowntree. The motion passed unanimously.
  
2. Update on Current District Projects
  - a. Status of District Spraying – done.
  - b. Commissioner Alan Jasperson and Al Jeske, Engineer from Nielsen Madsen & Barber will meet with Bart to assess the spraying.
  - c. Discuss the possible assessment of the Yorkville/Raymond Drainage District.
    - i. The board will proceed with getting the assessment started.

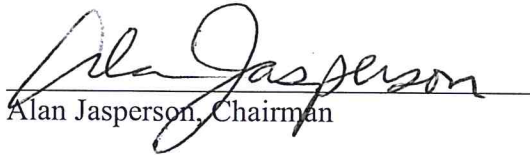
## All Districts

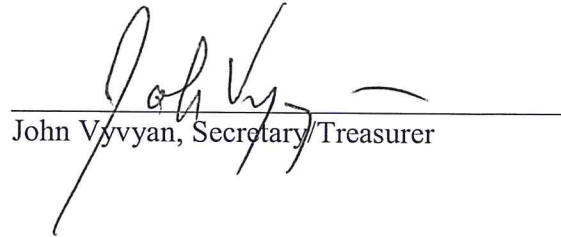
1. Follow up with Greg Springer regarding drone spraying.
  - a. He cannot do anything right now because there aren't any aerial sprays he can use at this time.
2. Do the statutes require the RCBDC to use an accountant?
  - a. Does the board wish to continue services with TaylorMade?
  - b. Motion by Commissioner Russel Weis and seconded by Commissioner Gregory Foat for Carolynn from Knuteson, Hinkston & Rosenberg, S.C. to prepare and maintain the financial records for the board. The motion passed unanimously.
3. Rate increase for Carolynn Frazer of Knuteson, Hinkston & Rosenberg, S.C. from \$60/hr to \$90/hr.
  - a. Motion from Commissioner Russel Weis and seconded by Commissioner John Vyvyan to increase the rate for Carolynn to \$90/hour. The motion passed unanimously.
4. Accepting Private Ditches into the District in order to assist residents in maintaining their ditches that drain into the District's ditch. This would be an additional charge on the resident in order to assist.
  - a. Tabled to next meeting.
5. Insurance Renewal – policy premium went down from \$3,122.96 (\$624.60/district) to \$2,882.00 (\$576.40/district).
6. Next Drainage Meetings
  - a. Quarterly meeting June 8, 2023, at 7:00pm
  - b. Quarterly Meeting September 14, 2023, at 7:00pm
  - c. Inspection and Annual Reports Meeting November 2, 2023, at 7:00pm
  - d. Quarterly Meeting December 7, 2023, at 7:00pm

Adjournment

Motion to adjourn the meeting by Commissioner John Vyvyan and seconded by Commissioner Matthew Rowntree. The motion passed unanimously. The meeting ended at 8:55 pm.

Approved: 4/8/2023

  
Alan Jaspersen, Chairman

  
John Vyvyan, Secretary/Treasurer

Farm #1/ Waterford

term ends 2025

Current Bank Balance	\$ 263,356.90
Loan Balance	\$ 434,100.33
Available Credit	\$ 5,863.68
Loan Payment Amount Due	\$ 75,132.00
Loan Payment Due Date	8/31/2023

term ends 2025

Loan Balance #2	\$ 200,000.00	Projects: None anticipated at this time.
Available Credit	\$ -	
Loan Payment Amount Due	\$ 3,000.00	
Due Date	12/31/2023	

Bills Paid:	Dec-Feb	Reason
KHR	\$ 1,663.48	Legal
NMB	\$ 261.50	Engineering
WE Energies	\$ 508.24	Electric Utility
TaylorMade	\$ 360.00	Accounting
Racine County	\$ 3,000.00	Interest on Loan
Total:	\$ 5,793.22	

2022 Assessment	\$750,000.00 over 10 years (2019-2028)
Amount to be Collected:	\$ 67,666.95
Amount Received:	\$ 65,205.48
Amount Due:	\$ 2,461.47

Bills to Pay:	March	Reason
NMB	\$ -	Engineering
KHR	\$ 435.33	Legal
Alan Jaspersen	\$ 544.00	Commissioner Fees
TaylorMade	\$ 330.00	Accounting
WE Energies	\$ 928.03	Electric Utility
WACDB	\$ 20.00	Dues
Dross	\$ 576.40	Insurance
Total:	\$ 2,833.76	

2023 Assessment	\$750,000.00 over 10 years (2019-2028)
Amount to be collected:	\$ 67,666.95
Amount Received:	
Amount Due:	\$ 67,666.95

Bank Balance After Checks	\$ 260,523.14
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Farm #4 / Eagle Creek

Current Bank Balance	\$ 436,711.33
Loan Balance	\$ 300,000.00
Available Credit	\$ -
Loan Payment Amount Due	\$ 4,500.00
Loan Payment Due Date	12/31/2023

Projects:	Bidding for Ditch Maintenance Projects -3 Contracts Spraying - done
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Bills Paid:	Dec - Feb	Reason
KHR	\$ 1,984.48	Legal
NMB	\$ 816.11	Engineering
Bart Miller	\$ 1,850.00	Spraying
TaylorMade	\$ 360.00	Accounting
Racine County	\$ 4,500.00	Interest on Loan
Total:	\$ 9,510.59	

Bills to Pay:	March	Reason
NMB	\$ -	Engineering
KHR	\$ 280.83	Legal
Taylor Made	\$ 330.00	Accounting
Alan Jasperson	\$ 544.00	2022 Commissioner Fees
WACDB	\$ 20.00	Dues
Dross	\$ 576.40	Insurance
Total:	\$ 1,751.23	

Bank Balance After Checks	\$ 434,960.10
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2022 Assessment	\$750,000.00 over 5 years (2021-2025)
Amount to be Collected:	\$ 145,490.40
Amount Received:	\$ 138,137.01
Amount Due:	\$ 7,353.39

2023 Assessment	\$750,000.00 over 5 years (2021-2025)
Amount to be Collected:	\$ 145,490.40
Amount Received:	\$ -
Amount Due:	\$ 145,490.40



Farm #5 / Hoosier Creek

Projects:	Spraying - done
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Current Bank Balance	\$ 160,126.57
Loan Balance #1	\$ 75,000.00
Available Credit	\$ 425,000.00
Loan Payment Amount Due*	\$ 1,446.87
Loan Payment Due Date	8/31/2023
*may vary as it is based on interest of money loaned	

Bills Paid:	Dec - Feb	Reason
KHR	\$ 1,578.48	Legal
NMB	\$ 2,036.14	Engineering
TaylorMade	\$ 360.00	Accounting
T of Burlington	\$ 564.00	refund for overpayment
Bart Miller	\$ 3,537.00	Spraying
Farm #4	\$ 190.50	T of Burlington Payment
Total:	\$ 8,266.12	

2022 Assessment	\$500,000.00 over 5 years (2017-2021)
Amount to be Collected:	\$ 144,315.69
Amount Received:	\$ 143,650.69
Amount Due:	\$ 665.00

Bills to Pay:	March	Reason
NMB	\$ -	Engineering
KHR	\$ 286.83	Legal
Taylor Made	\$ 330.00	Accounting
Alan Jasperson	\$ 544.00	Commissioner Fees
WACDB	\$ 20.00	Dues
Total:	\$ 1,180.83	

Bank Balance After Checks	\$ 158,945.74
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Norway/Dover Farm Drainage  
term ends 2023

Current Bank Balance	\$ 324,000.09
Loan Balance #1	\$ 447,505.06
Available Credit	\$ -
Loan Payment Amount Due	\$ 447,505.06
Loan Payment Due Date	8/31/2023

term ends 2028

Loan Balance #2	\$ 513,431.46
Available Credit	\$ 986,500.00
Loan Payment Amount Due*	\$ 8,725.32
Due Date	8/31/2023

\*may vary as it is based on interest of money loaned

2022 Assessment	\$2,000,000.00 for 5 years (2018-2022)
Amount to be Collected:	\$ 451,000.73
Amount Received:	\$ 313,591.47
Amount Due:	\$ 137,409.26

Bills Paid:	Dec - Feb	Reason
KHR	\$ 3,040.48	Legal
NMB	\$ 1,836.20	Engineering
TaylorMade	\$ 360.00	Accounting
DRS, Inc.	\$ 3,750.00	Dam Operation
Racine County	\$ 1,500.00	Wind Lake Dam
Bart Miller	\$ 5,197.76	Spraying
RLP Diversified	\$ 38,820.00	Mowing
<b>Total:</b>	<b>\$ 54,504.44</b>	

2023 Assessment	\$2,000,000.00 for 5 years (2018-2022)
Amount to be Collected:	\$ 431,852.85
Amount Received:	\$ -
Amount Due:	\$ 431,852.85

Bills to Pay:	March	Reason
NMB	\$ -	Engineering
KHR	\$ 741.33	Legal
Taylor Made	\$ 330.00	Accounting
Alan Jaspersen	\$ 544.00	2022 Commissioner Fees
DRS Inc.	\$ 3,750.00	Dam Operation
WACDB	\$ 20.00	Dues
Dross	\$ 576.40	Insurance

Projects:	Mowing - done Ditch 4 & 9 Maintenance (Dredging) - 3 phases Spraying - done
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<b>Total:</b>	<b>\$ 5,961.73</b>
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Bank Balance After Checks	\$ 318,038.36
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Yorkville/Raymond Farm Drainage

Current Bank Balance	\$ 96,010.94
Loan Balance	N/A
Available Credit	N/A
Loan Payment Amount Due	N/A
Loan Payment Due Date	N/A

Projects:	Spraying - done
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Bills Paid:	Dec - Feb	Reason
KHR	\$ 11,074.50	Legal
NMB	\$ 3,014.80	Engineering
TaylorMade	\$ 360.00	Accounting
Stafford Rosen.	\$ 3,068.00	Legal
	\$ -	
Total:	\$ 17,517.30	

2023 Agreement	Villages of UG, Y, & Raymond
Amount to be Collected:	\$ 50,000.00
Amount Received:	\$ -
Amount Due:	\$ 50,000.00

Bills to Pay:	March	Reason
NMB	\$ 736.25	Engineering
KHR	\$ 1,882.08	Legal
Taylor Made	\$ 330.00	Accounting
Stafford Rosen.	\$ 147.50	Legal
Alan Jasperson	\$ 544.00	2022 Commissioner Fees
Total:	\$ 3,639.83	

Bank Balance After Checks	\$ 92,371.11
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