

**Minutes of the Potters Lake Protection and Rehabilitation Annual Budget Meeting
Saturday, September 12, 2026, at the East Troy Town Hall**

1-Call to Order

The meeting was called to order by Chairperson Cathy Schulz -9:00 am.

2-Roll Call

Present Commissioners: Matt Wessels, Treasurer; Cathy Schulz, Chairperson; Chuck DeWall, Secretary; Thad Seymour, East Troy Representative; Chris Boziel, Walworth County Representative; plus 29 lake constituents.

Introduction of Chris Boziel, Walworth County Representative

3- Treasurer's Report

Audit findings- The district's 2025 financial audit was completed on January 24, 2026, with the committee and 3 lake constituents. The district was found to be in good standing with no issues identified. Fiscal 2026 update with Matt Wessels reporting that the district generally remained close to the 2026 plan. The largest expense was the new harvester at a total cost of approximately \$119,000, but roughly \$80,000 was expensed in 2026. The remainder was paid in the prior fiscal year. Other notable spending included fish stocking (\$5,000); lake projects and chemical treatment (approximately \$20,000); harvesting payroll; and routine district operations. The district had roughly \$65,000 in checking at the time of the meeting. The Treasurer plans to move approximately \$30,000-\$50,000 to a short-term CD in the near future, earning approximately 4%, because district expenses drastically reduce during the off-season.

4-Change to Taxation Method – Motion was made by Matt Wessels and seconded by Chuck DeWall to abolish the obsolete weed control taxation method based on shoreline frontage and adopt a 100% ad valorem tax levy based on total assessed property values within the Potters Lake Protection and Rehabilitation District and a Special Assessment for Miramar. The total amount collected by the district is not being increased as part of this change; the method of distributing that tax burden is changing. The Board noted that it may reconsider the Miramar assessment amount in a future budget discussion.

The Board put the motion to the riparian owners in attendance via written ballot. The Board distributed 32 ballots and received 32 returns. The tally was 28 yes and 4 no. The motion passed.

5-Proposed Budget- Fiscal Year 2027

The proposed budget was included in the agenda and provided to riparian owners prior to the meeting, with printed copies available at the meeting. Budgeted amounts: Receipts: \$112,740; Expenses: \$112,740. The equipment budget was increased because the district truck is a 1997 model and approaching 30 years old, although no immediate replacement was approved. The board discussed moving toward a longer-term capital management process so future equipment replacements can be anticipated rather than handled reactively.

R. Witt made a motion, seconded by D. Purvis, to accept the 2027 budget as discussed. Motion passed by voice vote of the riparian owners.

6- Adjourn Motion was made by K. Seymour and seconded by T. Seymour to adjourn.
Motion Passed. Meeting adjourned at 9:25 am

Respectfully submitted
Chuck DeWall
Secretary

PLPRD 2026 ANNUAL MEETING - Sept 12, 2026 - TREASURER REPORT

POTTER LAKE PROTECTION AND REHABILITATION DISTRICT

ACCOUNT/DESCRIPTION	2024 Actual	2025 Actual	2026 Plan	2026 YTD (as of 8/26/26)	PROFORMA 2026	2027 Plan	2027 Plan vs. 2026 Plan
Receipts:							
Interest on Savings	\$3,819.76	\$1,865.71	\$1,700.00	\$1,510.16	\$1,900.00	\$1,000.00	-41%
Special Events	\$1,720.00	\$1,655.00		\$85.00	\$85.00		
CBCW Grant	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	0%
District Levy Tax	\$11,080.60	\$11,105.84	\$11,105.00	\$11,128.04	\$11,128.04	\$49,534.00	346%
Special Tax	\$40,388.11	\$39,705.84	\$39,700.00	\$38,453.64	\$38,453.64	\$1,294.00	-97%
Special Dam Assessment	\$70,019.51						
Lottery Credit		\$194.16	\$195.00	\$171.96	\$171.96	\$172.00	-12%
Town Fireworks Donation		\$1,000.00		\$1,000.00	\$1,000.00		
Transfer from Reserves	\$112,447.34	\$16,581.88	\$140,430.00		\$84,674.52	\$56,740.00	-60%
TOTAL RECEIPTS	\$243,475.32	\$76,108.43	\$197,130.00	\$56,348.80	\$141,413.16	\$112,740.00	-43%
Expenditures:							
Harvester		\$39,933.33	\$88,000.00	\$79,866.67	\$79,866.67		
Banking	\$75.00	\$40.00	\$40.00	\$156.65	\$156.65	\$40.00	0%
Computer and Web Expenses	\$2,567.80	\$2,285.00	\$1,800.00	\$768.00	\$1,120.00	\$1,800.00	0%
Equipment, Tools and Vehicles	\$2,192.20	\$1,115.13	\$2,200.00	\$1,973.72	\$2,200.00	\$6,850.00	211%
Fireworks Pass Through		\$1,000.00		\$1,000.00	\$1,000.00		
Insurance	\$4,672.26	\$5,378.00	\$6,700.00	\$5,885.00	\$5,885.00	\$6,700.00	0%
Lake Committees		\$15.09	\$7,500.00				
Fish				\$5,000.00	\$5,000.00	\$5,000.00	
Water Sampling						\$500.00	
Welcome				-\$789.58	-\$724.58	\$500.00	
Lake Functions	\$981.00	\$1,232.00	\$300.00				
Lawn Maintenance	\$1,965.00	\$765.00	\$1,300.00	\$656.00	\$900.00	\$1,300.00	0%
Maintenance (Bouys)	\$2,380.00	\$2,316.97	\$2,500.00	\$2,194.80	\$2,194.80	\$2,500.00	0%
Lake Projects	\$29,842.92	\$5,266.00	\$55,000.00	\$20,171.64	\$20,171.64	\$55,000.00	0%
Dam Engineering	\$9,117.70						
Dam Construction	\$170,850.00						
Misc Expenses, Promotional	\$451.44	\$150.00	\$150.00	\$223.48	\$223.48	\$150.00	0%
Office, Advertising, Meetings	\$1,007.28	\$597.86	\$1,400.00	\$427.01	\$500.00	\$1,400.00	0%
Dues and Subscriptions	\$50.00	\$425.00	\$500.00	\$375.00	\$375.00	\$500.00	0%
Payroll Expenses	\$13,389.81	\$12,393.23	\$25,000.00	\$13,150.81	\$17,000.00	\$25,000.00	0%
Officer Compensation	\$2,250.00	\$2,250.00	\$2,250.00		\$2,250.00	\$2,250.00	0%
Payroll Fees	\$1,259.37	\$540.65	\$940.00	\$1,081.33	\$1,300.00	\$1,200.00	28%
Professional / Legal Services	\$0.00	\$0.00	\$1,000.00	\$1,442.50	\$1,442.50	\$1,500.00	50%
Utilities	\$423.54	\$405.17	\$550.00	\$301.80	\$550.00	\$550.00	0%
Lease Agreement Payment to ToET for Lake Lane				\$2.00	\$2.00		
TOTAL EXPENDITURES	\$243,475.32	\$76,108.43	\$197,130.00	\$133,886.83	\$141,413.16	\$112,740.00	-43%
Accounts (as of August 26, 2026)		CURRENT BALANCE					
Citizens Bank - Money Market		\$1,004.24					
Prepaid Account (Lake & Pond Sol.)		\$0.00					
Checking Account		\$68,915.06					
Total:		\$69,919.30					

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1) Call to Order

The meeting was called to order by Chairperson Cathy Schulz -9:26 am.

2) Roll Call

Present Commissioners: Matt Wessels, Treasurer; Cathy Schulz, Chairperson; Chuck DeWall, Secretary; Thad Seymour, East Troy Representative; Chris Boziel, Walworth County Representative; plus 29 lake constituents.

3) Approval of Minutes

- a) Annual Budget Meeting and Annual Meeting - September 13, 2025
- b) Special Meeting – April 28, 2026
- c) Spring Meeting - May 16, 2026
- d) Special Meeting – May 21, 2026
- e) Special Meeting – August 8, 2026

Secretary DeWall stated that all minutes were distributed to all riparian owners for review. C. DeWall moved, and C. Boziel seconded, to accept the minutes as written. Motion passed.

4) Public Comments

None

5) Committee Reports

- a) Fish Stocking: Approximately 1600 of each Black Crappie and Yellow Perch were stocked this spring for \$5,000. The fishing committee will be adding an additional 400 Black Crappies this fall. The fish committee funded this, and no PLPRD money went toward the additional stocking. The Board thanked them for their generosity. For the next \$5,000 allocation, the committee plans to purchase larger fish rather than maximizing quantity, following the advice from a DNR fisheries biologist. Larger fish should make it easier to determine whether stocked fish survive and contribute to the lake population. The DNR has scheduled an electrofishing survey for spring 2027. The committee views the survey as an important measurement because perch and crappie were essentially absent from the most recent survey. The fishing committee intends to pursue a reduction in the panfish daily bag limit. Current limit: 25 panfish per person; proposed Potters Lake limit: 10 panfish per person. The concern is that anglers can legally remove large numbers of the biggest fish, reducing the lake's spawning population. The committee plans to submit the proposal through the Wisconsin Conservation Congress. Members were told the regulatory process could take approximately 3 years. A possible size or slot limit was also suggested and will be investigated.
- b) Welcome Committee and Directory: The 2026 Potter Lake Directory was completed and distributed. The next directory was planned for 2030. The committee said they had strong involvement with the businesses that advertise in our directory. Residents were encouraged to support those businesses and tell them their advertisements were seen in our directory. Additional copies can be purchased for \$5. Lake constituents were

reminded to let the committee know if they have new neighbors so the committee can send them new lake information packets.

- c) Technology and Website: The district continues expanding its technology systems. Some of the new tools the PLPRD is using include Jotform for directory updates, reimbursement forms, and other resident forms, and Mailchimp, which is used for bulk email distribution, improved mailing list accuracy, and better tracking of undeliverable emails. Website activity continues to grow significantly. In 2025, there were approximately 2,700 active users, while in 2026 approximately 4,200 users have visited the site to date, with approximately 83 subscribers receiving website-update notifications. A new "FREQUENTLY ASKED QUESTIONS" section is being developed to make recurring lake information easier to find.
- d) Water Sampling: Volunteer water quality monitoring will begin in 2027. Testing is planned in April, June, July, and August. Measurements will include Water Clarity, Depth, Temperature, pH, and conductivity. Samples will be submitted to a laboratory with the UW Extension. Unlike Lake Beulah, which monitors several locations, Potter Lake will primarily sample one area, the deepest point in the lake. The PLPRD will post results on its website.

6) Lake Conditions

a) Report on Operations and Maintenance:

Dam: The new dam is performing well and has received very positive reviews. The district learned considerably more about its operation during the unusually wet spring. Some useful operating benchmarks discussed: Raising Potter Lake approximately 1 inch requires about 4.2 million gallons of water. The new dam can potentially discharge more than 11 million gallons per day. Operators generally targeted a lake-level reduction of approximately 1–1.5 inches per day. The Board deliberately avoided opening the dam fully during heavy rainfall because of concerns about downstream flooding and infrastructure impacts. The district believes the new dam contributed to more stable lake levels, better control during rain events, less need for slow-no-wake declarations, and, most of all, the elimination of the cumbersome siphon pipes used with the old dam. The lake was reported to be only slightly below its high-water target late in the season.

Harvester: The new harvester was described as a significant improvement over the previous machine. During the 2026 harvesting season, the team removed about 116 truckloads of weeds. For comparison: 47 truckloads were removed last year. Another year had only 23 loads. The harvester required only minor repairs under warranty, and the manufacturer responded quickly. A large amount of Naiad/bushy pondweed was harvested this year. Late in the season, operators also began seeing Eurasian watermilfoil, which may require additional attention next spring.

- b) Five-Year Aquatic Management Plan- Work has begun on Potter Lake's next Aquatic Management Plan (APM) covering 2027–2031. The plan is required for continuing certain DNR-authorized management activities, including chemical treatments. During the comprehensive Point Intercept vegetation survey conducted as the first step in the APM development, Lake and Pond biologists found a new invasive species, Starry Stonewort (SSW). Approximately 15 locations were identified. Most were in shallow water, less than five feet deep, inside the slow-no-wake buoy area, and sparsely scattered rather than dense. SSW was not found near the Boat Launch. Residents were

encouraged to maintain slow-no-wake speeds near shore to avoid chopping or fragmenting aquatic vegetation and to clean anchors before relocating within the lake to avoid spreading plant material. The Clean Boats, Clean Waters program will also coordinate additional prevention measures. The new Aquatic Management Plan will specifically address SSW management. The Board also discussed potentially conducting another comprehensive vegetation survey before the full five-year interval if conditions warrant it.

Residents asked about the significant algae problems reported at nearby Booth Lake. Chairperson Schulz and Operations and Maintenance Supervisor Witt discussed the issue with both Lake and Pond and DNR specialists. Although both lakes were impacted by this spring's heavy rainfall and summer's high temperatures, the lakes differ significantly in native plant diversity. Residents were encouraged to reduce nutrient run-off through responsible fertilizer use, soil testing before fertilizing, shoreline plantings, and rain gardens.

7) Old Business

The long-running question regarding PLPRD's use of Lake Lane for harvester storage has been resolved. The district found the existing signed agreement with the Town of East Troy that documents the lease of the land to PLPRD. The District will enter into a new five-year agreement with the Town, effective in 2028, that will automatically renew every five years thereafter.

8) New Business

- a) A new Town of East Troy ordinance was passed in July requiring address numbers on piers. The stated goal is to improve emergency response and make property easier to identify across all lakes in the Town. The new ordinance defines requirements for pier numbers that are: reflective, at least 3 inches high, contrasting with the pier, and located toward the outer end of the pier. The ordinance primarily applies to new or permitted piers, but PLPRD strongly encouraged all residents to install visible address numbers.
- b) Chairperson Cathy Schulz was nominated for another three-year term. There were no additional nominations. The membership reelected Cathy unanimously.
- c) The PLPRD celebrated its 50th anniversary. Longtime residents and former board members discussed the dramatic improvement in Potter Lake over the decades. Historical highlights included Early carp-removal events, the purchase of harvesting equipment, construction of the district's building, early weed-management efforts, and improvements that transformed the lake from extremely weed-choked conditions to its present condition. The board recognized former members for their invaluable contributions.

9) Resolutions

- a) Resolution 26-1: To hold the 2027 Annual meeting on September 11, 2027. Motion by C. DeWall, seconded by T. Seymour, to accept the resolution as written. Motion passed.
- b) Resolution 26-2: Approval of the 2027 budget. M. Wessels moved, and C. DeWall seconded, to accept the resolution as written. Motion passed
- c) Resolution 26-3: To abolish the obsolete weed control taxation method based on shoreline frontage and adopt a 100% ad valorem tax levy based on total assessed property values within the Potters Lake Protection and Rehabilitation District and a Special Assessment for Miramar Property Owners Association lakefront properties. M.

Wessels made a motion, seconded by C. Boziel, to accept the resolution as written.
Motion passed

10) Announcements

- a) The Spring Meeting date is May 15, 2027.
- b) Walworth County E-Cycle/Recycle Events
Friday, Oct 2, 2027: Residential Clean-Up (household hazardous waste)
Saturday, Oct 3, 2027: Residential Electronics, appliances, and Tires.
Location for each:
Walworth County Public Works
W4097 County Rd NN
Elkhorn WI 53121
- c) Safety Reminders: Please review the Blue Sheets with the Potters Lake Safety Information. What has been witnessed recently: Tubers without life jackets, boats operating too close to other boats, swimmers beyond slow-no-wake buoys without accompanying boats, crowding between anchored pontoons and recreational boating traffic, poor understanding of required distances. Residents were reminded that 100 feet on the water is considerably farther than many people realize. The district wants to pursue additional boater-education opportunities in the future. The Town is also reviewing its towing ordinance because older language regarding multiple skiers/tubers may not clearly address modern multi-person inflatables. Also use common sense for safety.

Other Business

None

Adjourn

C. Boziel made a motion to adjourn, and D. Purvis seconded. Motion Passed. Meeting adjourned at 11:11 am.

Respectfully submitted,
Chuck DeWall
Secretary