

Twin Lakes Protection & Rehabilitation District  
Steering Council  
Agenda

Date: Aug 31, 2024

Time: 10:00 am

Place:

Twin Lakes Community Room, 105 E. Main Street, Twin Lakes. Enter through Lance Drive, lower level doors.

1. Meeting called to order.
2. Roll Call
3. Minutes: 7/6/2024
  
4. Public Comment
5. Committee Reports

New Business

- A) Nomination and election of Chairmen of Steering Council.
- B) Stormwater proposal regarding identified projects.
- C) Fish stocking invoice for this coming year.
- D) SEWRPC draft study summary.

Next Meeting: Twin Lakes Village Hall

Adjourn

**Roll Call:**

- Tony Migon
- Vicki Skinner78/ Pam Becker  
Bill Poetker
- Bryan Neal  
Dean Todaro  
Jack Magnusen
- Richard Wahler
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Village Administrator  
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NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE VILLAGE BOARD AND/OR LAKE PROTECTION AND REHABILITATION DISTRICT BOARD OF COMMISSIONERS OR OTHER RELATED GOVERNMENTAL BODIES MAY BE PRESENT AT THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION MAKING RESPONSIBILITY. NO ACTION WILL BE TAKEN BY ANY GOVERNMENTAL BODY AT THIS MEETING OTHER THAN THE GOVERNMENTAL BODIES SPECIFICALLY REFERRED TO IN THIS INSTANT NOTICE. THIS CONSTITUTES A MEETING OF THE VILLAGE BOARD PURSUANT TO STATE EX REL BADKE VS. GREENDALE VILLAGE BOARD, 173 WIS 2D 553, 494 NW 2D 408 (1993), AND MUST BE NOTICED AS SUCH.

## MEMORANDUM

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Date: August 7, 2024

To: Laura Roesslein – Village Administrator  
Stan Clause, Jr. – Street Supervisor  
Jack Magnusen – Lake District Committee  
Bob Livingston – Lake District Committee  
Jim Baxa – Lake District Committee

From: Greg Droessler, P.E.

Subject: Village of Twin Lakes – Lake District Capital Improvements Planning

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The Village of Twin Lakes is looking to establish a Capital Improvements Plan (CIP) for upcoming projects in the Village. The intent of this program is to establish a list of projects the Lake District will fund over the next 5 years and to include the cost of these projects in the Lake District's Annual Budget. The original plan was put together in August 2022 but has been updated per our discussion today.

Per my meeting notes from today, the following projects have been identified for the Lake District for the next 3-5 years:

1. Zervas Drive, & Little Flower Lane Drainage: The drainage along Zervas Drive from Musial Road to approximately Dietrich Drive needs clearing and reshaping to improve drainage in this area. The drainage improvements largely include clearing the trees and brush and reshaping the existing ditches in these areas. The public works staff lacks the proper equipment, and a contractor should be hired for this operation. This work is best completed in the winter months as site access is improved with partially frozen ground and less foliage. The estimated cost for these improvements is \$30,000 - \$50,000 depending on the restoration of the newly formed ditches.
2. 1<sup>st</sup> Street Drainage: The drainage from the farm fields west of Carey's Lake View Park, just north of First Street drains towards First Street and the channel south of it. Improvements to this area that include ditching, berming, and stabilizing the drainage from these fields before it enters the channel should be pursued to improve flow and filter the water prior to discharge. The estimated cost for these improvements is \$20,000 - \$30,000 if the farmer were to grant access.
3. West Side Park Area: The drainage along Musial Road east of Spiegelhoff is in need of clearing and reshaping to improve drainage in this area. The drainage improvements largely include clearing the brush and reshaping the existing ditches in this area. This work is best completed in the winter months as site access is improved with partially frozen ground and less foliage. The area may require permitting from the DNR for these clearing efforts depending upon the ditch or creek status in that area.
4. Chapel Hill Drainage: The Village owns a 1.39-acre parcel located between Legion Drive and Barry Road, immediately west of Chapel Avenue. This parcel serves as a drainage area to store and treat stormwater prior to it entering the Village's storm sewer system and ultimately Lake Mary. The estimated cost of clearing, grubbing, regrading, and restoring this parcel is estimated at approximately \$50,000 - \$100,000 due to the

**TOWN & COUNTRY ENGINEERING, INC.**

unknown soils in the area. This cost could be near the higher limit if extensive excavation is done to store and treat stormwater.

5. Bay View Channel Cleaning: The Village would like to plan for the dredging and/or clearing of the Bay View channel on Lake Mary. This channel is nearly ½ mile long, 25' to 45' in width, and serves as a lake access for homes along Bay View Avenue, as well as a sediment trap for stormwater runoff from a large portion of the Village north of this channel. The channel contains an estimated 10,000 cubic yards of sediment that could be either returned to the farms in this area or used by the Village for a variety of improvement projects. The estimated cost of dredging this large (2.3 acre) area is \$200,000 to \$300,000. Due to the cost of this project and potential limited areas to pump the dredged material for dewatering, this project may be completed over multiple years if needed.

It was noted that the Committee is interested in the Bay View project possibly including a walk path in the swampy area, but we discussed the likely need for this to be a boardwalk due to the limitation of placing fill in the wetlands. This project will likely require cooperation with the Park Committee as well as a number of landowners in the area to move forward.

These projects can be adjusted in priority order as needed to fit the budget or other project needs, and it is important to note that additional projects will likely be added to this list in the future as projects are completed and additional needs arise. It is recommended that the Village review the project list every 2-3 years so as to always have 3-5 years of projects prioritized for planning and budgeting purposes.

GJD

J:\JOB#S\Twin Lakes\TL-00-00\CIP Planning\Lake District CIP\Lake District CIP plan - Updated 8.7.24.docx



Keystone Hatcheries LLC  
 11409 Keystone Road  
 Richmond, Illinois 60071  
 p 815.678.2537 f 815.678.2437  
 info@keystonehatcheries.com  
 keystonehatcheries.com

# Estimate

Date	Estimate #
8/15/2024	25731

Name / Address
Village of Twin Lakes Attn: Pond/Lake Manager P. O. Box 1024 Twin Lakes, Wisconsin 53181

Ship To
Lake Elizabeth & Lake Mary Twin Lakes, WI

Terms	Permit Type/Exp.	Contact Person	Cell #	Text Yes/No
Net 30	CES# ES42460			

Item #	Quantity	Description	Unit Price	Total
FISH-ORDER		TO ORDER: Either sign & date estimate and send back with deposit check OR send email approval and call in with credit card for deposit. YOU DO NOT HAVE AN ORDER UNTIL you approve order and pay the deposit. Deposit waived per MHR  If you complete order as outlined above within a week of receiving quote, the fish will be ready approximately in October/November. We will notify you as outlined below.	0.00	0.00T
BCR7+	255	**split 1/2 into Mary and 2/3 into Elizabeth** Black Crappie 7"+(per lb.) 2 to 6 fish/lb**May not have all, sub =\$ of largest available**	39.00	9,945.00T
YLP6+	252	Yellow Perch 7"+(per lb.) 3 to 6 fish/lb **May not have all, sub =\$ of largest available**	39.00	9,828.00T
DISCOUNT		50% off fish, volume discount	-9,886.50	-9,886.50
DISCOUNT		additional discount to hit budget	-0.50	-0.50
DEL		Delivery fee. **delivery to second location no charge per MHR**	99.00	99.00
DNR-PERMIT-APP-...		DNR Fish Stocking Permit Application Fee (charged by KSH). **application for second location no charge per MHR**	15.00	15.00T
TERMS-FISH-DEL		Estimate is based on volume pricing and a change in quantity may change unit price. Fish sizes quoted are estimates, and actual sizes may vary. We will contact you with updated cost quote and options if there is a substantial size difference. Fish quantities are estimated based on weights and could be slightly more or less than what is listed. Delivery rate stated above requires customer to receive delivery on the date offered and assumes delivery to the Name/Address listed above in lieu of a "Ship to" address. A change in the delivery address may result in a change of the delivery fee. Notice of delivery date is provided at least 2 days in advance, but we cannot provide an estimated time of arrival until the day before delivery. We cannot guarantee delivery on a specific date or time unless customer pays Special Delivery Rates. If you do not accept delivery on the date or time first offered, a higher rate for special delivery may be assessed. See attached Stocking Instruction sheet for pond access requirements. Keystone Hatcheries strives to provide superior quality fish in good health. However, we cannot and do not warrant the suitability or survival of any fish. If you experience any difficulty with your purchase, contact us immediately. No claim will be considered if more than a week after the stocking date. Keystone Hatcheries shall not be liable for any loss, damage, injury, or claim suffered by customer unless such loss, damage, injury, or claim is the direct result		0.00

OFFICE USE ONLY			<b>Subtotal</b>	
PO or Order OK	Deposit	E/C	<b>Sales Tax (0.0%)</b>	
Order Entered	Order Revised		<b>Total</b>	



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<b>Name / Address</b>
Village of Twin Lakes Attn: Pond/Lake Manager P. O. Box 1024 Twin Lakes, Wisconsin 53181

<b>Ship To</b>
Lake Elizabeth & Lake Mary Twin Lakes, WI

<b>Terms</b>	<b>Permit Type/Exp.</b>	<b>Contact Person</b>	<b>Cell #</b>	<b>Text Yes/No</b>
Net 30	CES# ES42460			

Item #	Quantity	Description	Unit Price	Total
		<p>of a negligent or willful act of Keystone Hatcheries. In such case, damages shall be limited to the purchase price paid by customer to Keystone Hatcheries for the product. Once loaded on our truck for delivery, fish may not be returned or exchanged for any reason and customer shall be responsible for the entire purchase price for such fish. All orders require a non-refundable deposit, in the amount specified. Any order reduced or cancelled after it is received by Keystone Hatcheries will result in forfeiture of this deposit. To place your order and to signify your acceptance of the terms set forth herein, please sign below and return this signed form, along with your deposit, legal name and full address, to the address listed above. Orders submitted more than 30 days after the date listed above or without the required deposit and information may not be processed. This estimate does not constitute a binding contract until signed and returned with required deposit and accepted by Keystone Hatcheries. Fish prices are subject to change because of their market based nature, but customer has the right to change order if prices do increase after acceptance of estimate. In the event of any law, order or requirement of government, act of God, or any other event beyond our reasonable control that makes delivery of the ordered product impossible, in our sole discretion, Keystone Hatcheries shall be released from any obligation contained herein and any deposit paid by Customer shall be refunded.</p> <p>Sign Here to Accept Estimate _____</p> <p>Date Signed _____</p> <p>Contact person and cell # for delivery scheduling _____</p>		

<b>OFFICE USE ONLY</b>			<b>Subtotal</b>	\$10,000.00
PO or Order OK	Deposit	E/C	<b>Sales Tax (0.0%)</b>	\$0.00
Order Entered	Order Revised		<b>Total</b>	\$10,000.00