



# VILLAGE OF TWIN LAKES

105 East Main Street P.O. Box 1024 Twin Lakes, Wisconsin 53181  
Phone (262) 877-2858

## AGENDA

### LAKE PROTECTION AND REHABILITATION DISTRICT COMMISSIONERS' MEETING

July 6, 2026

### FOLLOWING THE COMMITTEE OF THE WHOLE MEETING

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Consideration of a motion to approve the minutes from the April 6, 2026 Lake District Commissioners' meeting.
5. Consideration of a motion to approve the draft 2027 Annual Budget and proposed Tax Levy for the Lake Protection and Rehabilitation District.
6. Consideration of a motion to approve the agenda for the 2026 Annual Meeting of the Lake Protection and Rehabilitation District.
7. Discussion and possible action: Recommendation to the Lake District annual meeting regarding the existing \$300,000 Spillway Reserve Fund Earmark.
8. Adjourn

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 body specifically referred to in this notice. This constitutes a meeting of the Village Board pursuant to *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553, 494 N.W.2d 408 (1993), and must be noticed as such.

**LAKE PROTECTION & REHABILITATION DISTRICT COMMISSIONERS' MINUTES - DRAFT**

**April 6, 2026** – Immediately following the Village Special Board Meeting  
Village Hall, 105 E. Main Street, Twin Lakes, WI

*Minutes are a record of actions taken by the body and are not a verbatim transcript.*

**CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL**

President Skinner called the meeting to order at 7:43 p.m.

Present: Trustees Barb Andres, Bill Kaskin, Kevin Fitzgerald, Ken Perl, Jim Baxa, Aaron Karow, and President Howard Skinner.

Also Present: Administrator Laura Jager, Clerk Sabrina Waswo.

**Public Comments**

None.

Skinner/Andres motion to approve the minutes from the January 19, 2026 meeting. Motion carried 7-0.

Skinner/Fitzgerald motion to approve a quote from Wisconsin Lake and Pond for Aquatic Plant Management Treatment for 2026.

This is the annual aquatic plant management treatment. The Steering Council reviewed and recommended approval of the quote. Motion carried 7-0.

**Consider a motion to refer the Village’s pier permitting process to the Lake District Committees and Steering Council for evaluation and recommendation back to the Commissioners, including any recommended ordinance changes or policy direction.**

Trustee Fitzgerald discussed the Village’s current pier permitting process and noted that it is limited compared to other southeastern Wisconsin municipalities. The issue has become more pressing due to the possibility of permanent piers being installed on Village lakes. The Village’s current review process has historically been handled by the Police Department and has primarily focused on pier length.

Discussion included whether the Village should require more detailed pier applications, surveys, or additional review to confirm that proposed piers remain within the applicant’s riparian zone. Trustee Fitzgerald explained that riparian boundary issues can be complicated, particularly on curved shorelines, and may require professional survey work. He also discussed the possible need to establish pier headline distances or bulkhead lines to assist with enforcement and protect neighboring property owners.

Brian Wamsley, 100 Cobblestone Court, spoke regarding an ongoing dispute involving a neighboring pier that he believes encroaches into his riparian zone. The lack of an established bulkhead line makes enforcement difficult and urged the Board to consider a more formal process for addressing riparian boundary issues.

Chief Hall stated that the Police Department’s current approach follows DNR guidance, which generally treats riparian boundary disputes as civil matters. Enforcement is difficult without established bulkhead lines or clearer Village standards.

The Board agreed that the matter should be referred to the Lake District Committees and Steering Council for review and recommendation. Administrator Jager noted that prior research could be provided to assist with the review, and discussion included whether future pier applications, particularly permanent pier applications, should receive additional review.

Skinner/Fitzgerald motion to refer the Village’s pier permitting process to the Lake District Committees and Steering Council for evaluation and recommendation back to the Commissioners within two months, including any recommended ordinance changes or policy direction. Motion carried 7-0.

**Discussion and possible action regarding catch basin cleaning project for up to \$4,999.00 from the Stormwater Committee and up to \$4,999.00 from the Shoreline Committee.**

Bob Livingston, 215 Burden Avenue, a Stormwater Committee representative, provided context, noting that several catch basins and storm structures had not been cleaned for two and a half to three years. The Village's Public Works vacuum truck has an 8-foot reach, which is insufficient for some of the deeper structures. Specific problem areas identified included structures on Ash Road, East Lakeshore Drive, and near Wild Things restaurant. Several large subsurface box culvert structures on East Lakeshore Drive—approximately 4 feet wide, 6 feet tall, and 100 feet long—were identified as requiring inspection and cleaning, some potentially requiring confined-space entry with specialized equipment. A separate contractor, identified as PAT, was cited as having the equipment and certified personnel to handle the deeper and more complex structures, at a rate of approximately \$400 per hour plus \$900 per load for hauling removed material.

Trustee Kaskin expressed the view that the Village's own Public Works crew should handle all structures within their equipment's capability, with outside contractors engaged only for structures the Village's equipment cannot reach, rather than contracting out the entire scope. It was discussed that this was the intent—Public Works would handle everything they could, and the up-to amounts would cover only what required outside assistance. The board confirmed that the authorized amounts represented a ceiling, not a guaranteed expenditure.

Livingston also noted that storm drain filter sponges have been depleted and requested funds to replenish the supply for approximately three years' worth.

Skinner/Baxa motion to approve the catch basin cleaning project for up to \$4,999.00 from the Stormwater Committee and up to \$4,999.00 from the Shoreline Committee. Motion carried 7-0.

**ADJOURN**

Karow/Fitzgerald motion to adjourn at 8:13 p.m. Motion carried 7-0.

5.)

# 2027 ANNUAL BUDGET

## FUND 400- Lake Protection & Rehabilitation District

### REVENUES

Acct Number	Acct Description	2025 Actual	2026 Budget	2026 YTD	2026 Estimate	2027 Proposed	FN
400-70-00000-41111-023	PROPERTY TAX SETTLEMENT	\$149,960	\$150,000	\$150,000	\$150,000	\$150,000	
400-70-00000-43690-022	STATE GRANTS RECEIVED	\$14,825	\$0	\$0	\$0	\$0	
400-70-00000-48109-150	INTEREST	\$0	\$0	\$0	\$0	\$0	
400-70-00000-48900-250	MISCELLANEOUS INCOME	\$0	\$0	\$0	\$0	\$0	
400-70-00000-48950-000	EXEMPT COMPUTER AID	\$8	\$0	\$0	\$0	\$0	
400-70-00000-48960-000	PERSONAL PROPERTY AID	\$145	\$0	\$0	\$0	\$0	
	LOAN PROCEEDS	\$0	\$0	\$0	\$0	\$0	
	USE OF SURPLUS	\$0	\$0	\$0	\$0	\$15,000	1
	<b>TOTAL LAKE REHAB REVENUES</b>	<b>\$164,939</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$165,000</b>	

### EXPENDITURES

Acct Number	Acct Description	2025 Actual	2026 Budget	2026 YTD	2026 Estimate	2027 Proposed	FN
<b>GENERAL GOVERNMENT</b>							
400-70-53641-50052-000	ANNUAL MEETING COSTS	\$3,611	\$4,000	\$0	\$3,700	\$3,700	2
400-70-53641-50096-000	ADMIN EXPENSES	\$690	\$500	\$0	\$500	\$700	
400-70-53641-50232-000	LEGAL	\$0	\$0	\$0	\$0	\$5,000	
400-70-53641-50239-000	ENGINEERING	\$0	\$5,000	\$0	\$1,000	\$0	1
<b>PUBLIC SAFETY</b>							
400-70-53641-50054-000	WATER PATROL	\$0	\$25,000	\$50,000	\$50,000	\$25,000	
400-70-53641-50055-000	BOAT SAFETY CLASSES	\$0	\$0	\$0	\$0	\$0	
400-70-53641-50062-000	BOAT REPLACEMENT	\$1,182	\$0	\$0	\$0	\$0	
400-70-53641-50088-000	SALARY BUOY INSTALLATION	\$1,900	\$3,000	\$0	\$3,000	\$3,000	
400-70-53641-50089-000	MAINT/STRGE BUOY TENDER	\$1,633	\$4,000	\$0	\$4,000	\$4,000	
400-70-53641-50091-000	NEW BUOY/EQUIP MAINT	\$7,745	\$6,000	\$0	\$4,500	\$4,500	
400-70-53641-50093-000	SIGNS	\$0	\$1,000	\$0	\$0	\$5,000	3
<b>LAKE MAINTENANCE</b>							
400-70-53641-50063-000	PLANT SURVEY	\$0	\$0	\$0	\$0	\$0	
400-70-53641-50087-000	USGS MONITORING	\$0	\$12,000	\$0	\$12,400	\$12,400	10
400-70-53641-50083-000	FISH STOCKING	\$10,000	\$10,000	\$0	\$10,000	\$10,000	5
400-70-53641-50086-000	AQUATIC PLANT MGMNT	\$26,320	\$16,000	\$0	\$16,000	\$20,000	4
400-70-53641-50092-000	FARMLAND PRACTICES	\$0	\$2,000	\$0	\$2,000	\$2,000	11
400-70-53641-50094-000	WEED COLLECTION	\$0	\$8,000	\$16,000	\$16,000	\$8,000	
<b>INFORMATION &amp; EDUCATION</b>							
400-70-53641-50087-000	YOUTH FUND	\$0	\$0	\$0	\$0	\$0	
400-70-53641-50097-000	NEWSLETTERS/BROCHURES	\$1,042	\$1,000	\$0	\$700	\$700	
400-70-53641-50098-000	MEETINGS/WORKSHOPS	\$0	\$0	\$0	\$0	\$0	
400-70-53641-50236-000	WEBSITE	\$0	\$0	\$0	\$0	\$0	
<b>CAPITAL IMPROVEMENT</b>							
400-70-53641-50053-000	WETLAND ACQUISITION	\$0	\$5,000	\$0	\$0	\$0	
400-70-53641-50064-000	STORM WATER MGMNT	\$21,499	\$36,000	\$2,461	\$36,000	\$36,000	6
400-70-53641-50065-000	PARK IMPROVEMENT	\$0	\$0	\$0	\$0	\$0	
400-70-53641-50066-000	SPILLWAY MAINTENANCE	\$367	\$500	\$60	\$380	\$0	8
400-70-53641-50068-000	SHORELINE PROJECTS	\$0	\$10,000	\$0	\$10,000	\$15,000	9
400-70-53641-50082-000	FISHING PIER	\$0	\$0	\$0	\$0	\$0	
400-70-53641-50084-000	WETLAND MGMNT	\$0	\$0	\$0	\$0	\$0	
400-70-53641-50090-000	WATER QUALITY TESTING	\$6,500	\$1,000	\$0	\$1,000	\$10,000	7
<b>GRANT APPLICATIONS</b>							
400-70-53641-50071-000	GRANT WRITER	\$0	\$0	\$0	\$0	\$0	
400-70-53641-50095-000	STORMWATER GRANT	\$0	\$0	\$0	\$0	\$0	
400-70-53641-50250-000	MISCELLANEOUS	\$830	\$0	\$0	\$0	\$0	
	<b>TOTAL LAKE REHAB EXPENSES</b>	<b>\$83,319</b>	<b>\$150,000</b>	<b>\$68,521</b>	<b>\$171,180</b>	<b>\$165,000</b>	
	<b>FUND SURPLUS (DEFICIT)</b>	<b>\$81,620</b>	<b>\$0</b>	<b>\$81,479</b>	<b>(\$21,180)</b>	<b>\$0</b>	

### Lake District Fund Balance Information

Fund Balance 12/31/2024	\$293,725	Fund Balance 12/31/2025	\$375,345
2025 Change During Year	\$81,620	2026 Change During Year	(\$21,180)
Fund Balance 12/31/2025	\$375,345	Anticipated 12/31/2026	\$354,165

**TWIN LAKES LAKE PROTECTION AND REHABILITATION DISTRICT  
BUDGET FOOTNOTES**

**EXPENSES  
2027**

1. Engineering \$0- This provides funds for design by engineers, landscape designers, and other design professionals related to the storm water, shoreline, and other Lake District projects.
2. Annual Meeting Costs \$3,700 - This amount covers printing and postage costs related to the annual meeting.
3. Signs \$5,000- This line is intended to provide funds for new or replacement signage at the public and private launches and marinas related to removing lake weeds from boats before and after launch as well as Slow No Wake notification signage.
4. Aquatic Plant Treatment \$20,000- Provides funding for invasive aquatic plant destruction.
5. Fish Stocking \$10,000 - This line pays the full cost of the stocking program. The District in coordination with the DNR undertakes the stocking program.
6. Stormwater Management \$36,000 - This is the annual levy for storm water management projects. Sponges trapping grease and oils in catch basins were installed to help reduce the pollution of our lakes. This levy is an ongoing effort undertaken on behalf of, and in coordination with, the Village in fulfillment of the Village's obligations under new storm water release regulations implemented by the State.
7. Water Quality Testing \$10,000 -This line covers water quality testing.
8. Spillway Maintenance \$0- this line is to cover any costs associated with the spillway that was reconstructed in 2014.
9. Shoreline Projects \$15,000- Funds are provided in this line to undertake shoreline restoration projects on publicly controlled lands.
10. USGS Monitoring \$12,400- The US Geological Survey has established two lake-level monitoring devices: at the spillway and on Lake Elizabeth. The USGS installed and monitors these devices and reports the data via satellite to the National Water Info System. All data is reported in real-time online.
11. Farmland Practices \$2,000- The Lake District has contracted with three farmers to install grassy swales throughout their farm fields to help reduce sediment and runoff from

entering the lakes. The Lake District pays rent to the farmers to offset taking the acreage out of production.

**REVENUES**  
**2027**

1. Use of Surplus \$15,000- Actual surplus funds available from previous fiscal years are available and are being used to reduce the amount of the levy in 2027



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6.)

## LAKE PROTECTION AND REHABILITATION DISTRICT ANNUAL MEETING & BUDGET HEARING

**Saturday, August 1, 2026 – 9:00 a.m.**

**Twin Lakes Board Room, 105 E. Main Street, Twin Lakes, WI**

### AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call: Commissioners: Andres, Baxa, Fitzgerald, Karow, Livingston, Perl, President Skinner
4. Approval of the 2025 Annual Meeting Minutes
5. Committee Reports
6. Nominations and Election of Members of the Various Committees
7. Elector/Public Comments
8. Discussion and possible action regarding the \$300,000 earmark of Lake District funds for spillway modification
9. Public Hearing on the District Budget
10. Motion to Approve Specific Large Projects:
  - A. Aquatic Plant Treatment
  - B. Fish Stocking
  - C. Storm Water Improvements
11. Motion to Approve the Tax Levy
12. Motion to Approve the 2027 Budget
13. Establish 2027 Annual Meeting Date
14. Adjourn

*Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Clerk's office in advance so appropriate accommodations can be made.*

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**Memorandum**

**To:** Twin Lakes Lake District Steering Council & Village Board

**From:** Laura Jager, Village Administrator

**Date:** May 22, 2026

**Re:** Discussion of Spillway Reserve Earmark and Future Direction of Lake District Reserve Funds

At a prior annual meeting of the Twin Lakes Lake Protection and Rehabilitation District, the electors approved earmarking up to \$300,000 in reserve funds for potential spillway modification work. That earmark remains in place today, and the associated funds continue to remain within the Lake District reserve balance. Currently, the Lake District maintains approximately \$375,345 in reserve funds, with \$300,000 associated with the spillway earmark. As the District continues discussing long-term lake priorities, capital planning, and future projects, it is appropriate to revisit the earmark and allow the electors the opportunity to provide updated direction regarding the intended use of those reserve funds. Because the earmark was originally established through action of the electors at an annual meeting, any modification, removal, or reaffirmation of the earmark should occur through action of the electors at an annual meeting.

**Recommended Annual Meeting Process**

If the Steering Council and Commissioners wish to revisit the earmark, the recommended approach would be to formally place the matter on the 2026 Annual Meeting agenda and provide clear notice to electors in advance of the meeting. Before the annual meeting, the Steering Council and Commissioners should discuss whether they wish to recommend:

- Maintaining the earmark as currently structured
- Modifying the earmark amount or purpose
- Releasing the earmarked funds for broader future Lake District projects and priorities.

The annual meeting notice and agenda should clearly identify the topic so that electors understand the issue will be discussed and considered. Example agenda language could include:

“Discussion and possible action regarding the existing reserve fund earmark for spillway modification projects.” At the annual meeting, the electors would then have the opportunity to:

- Discuss the current status of the earmark
- Consider future lake priorities
- Provide updated direction through formal action.

Possible actions could include:

- Reaffirming the earmark
- Modifying the earmark
- Reducing the reserved amount
- Removing the earmark entirely

**Considerations if the Earmark is maintained**

If electors wish to maintain the earmark, the District may still benefit from additional policy direction regarding:

- The long-term intent of the spillway project
- Whether additional engineering or feasibility work should occur
- Whether the reserved amount remains appropriate
- How the earmark fits within broader future lake planning efforts

Providing updated direction would help ensure the reserve funds continue to align with the priorities and expectations of the electors.

**Recommendation**

Given the amount of reserve funds currently associated with the earmark and the length of time since the original action was taken, it is recommended that the issue be formally revisited at the upcoming annual meeting. Revisiting the issue does not predetermine whether the earmark should remain or be removed. Rather, it provides an opportunity for:

- Updated discussion
- Transparency regarding reserve fund planning
- Clear direction from the electors regarding future priorities of the Lake District

This approach remains consistent with the governance structure established under Chapter 33 and the District By-Laws while ensuring future reserve planning decisions continue to be guided by the electors of the District.