

**Friends of Lapham Peak**  
Board of Directors Meeting  
September 2, 2020



**Attendees all present:**

Louise Borzynski, John Hillmer, Jon Jeffords, Rita Keber, Colton Kelly (DNR), Anne Korman (DNR), Kris Maki, John McCarthy, Anne Riendl, Karl Timm, Rick Von Haden, Dan Wiley, Randy Wichinski

**Meeting was held using ZOOM:** Meeting was called to order at 6:05 pm

**Minutes:** August's minutes were accepted and recorded and posted to our FLP website.

**Treasurer's Report:** Attached is the August's treasurer report. July is attached also which has updated headings. Generally, donations were down compared to normal times although snowmaking, bricks, and the butterfly garden all saw donations. Habitat, benches, bricks, butterfly garden, and snowmaking had expenditures. Hosting for our three web sites (Friends, Snowmaking, and Fright Hike) were renewed for another year thanks to John H. Our monthly insurance bill has stabilized at \$142 per month.

Board Members provided Karl with some comments regarding adjustments and corrections to the reports. Karl will address those and re-issue an updated report in the near future. The current distributed reports are attached for the Board Member's records.

Karl reported that the finance committee has begun using consulting services to help configure and move us to QuickBooks. They'd hoped to be ready with the new system for the start of the next fiscal year, but that may be optimistic. (Randy asked if a 1099 will be needed for the consultant; we should ask for a W-2 to determine that. Also, we should remember when using any 3rd party to consider this question and ask for a W-2 when in doubt, and that will help us determine how or if we need to do any other reporting).

**OLD BUSINESS:**

**Insurance:** Anne R reported that according to Will E, not only has the new policy replaced the old carrier and the old policy, but that the heavy equipment that's on site for working on the WRSB is also insured. She provided this from Will E:

"[We have a] Commercial General Liability policy with a D & O policy at a premium of \$1,709 / year. In addition, there is an inland marine policy with two items scheduled, a Link Belt at an annualized premium of \$2,273 and a Gehl skid steer at an annualized premium of \$1,010, with respective values of \$90,000 and \$40,000 each. Keith from Richards Insurance had quoted us about \$1,800 annualized for the Pisten Bully at a value of \$250,000. When discussing this with him yesterday he thought the premium would be honored once we got the Pisten Bully but that the underwriters had taken a different pricing structure for these short-term items such as the Link Belt and the Gehl skid steer."

Dan expects that the 2 pieces of equipment (Link Belt excavator and Gehl skid steer) would be about \$150 monthly, give or take a little).

**Snowmaking:** John McC discussed progress on the Winter Recreation Storage Building (WRSB), and that we're still waiting on the WI-DOA for final approvals. Colton said he thought we'd hear something by the end of this week. We believe the last details being evaluated have to do with the floor drain system for trapping oil should any runoff the equipment and down the drain, which leads out under the building to a collection point.

As for progress, almost all of the components are now on order, including trusses, shingles, doors, windows, et al. He was happy to report again that many of the components are being donated or discounted. He said, it's possible the cost of the building will be higher than the \$50K original plan, given some additional

## COMING FALL 2020





**Lapham Peak  
Friends  
Snowmaking**

PROJECT: WINTER RECREATION STORAGE BLDG.  
DONORS: FRIENDS OF LAPHAM PEAK  
DNR STEWARDSHIP FRIENDS GRANT

OWNER:  WISCONSIN DEPT OF NATURAL RESOURCES

ARCHITECT: Wydeven Architects LLC  
Milwaukee Wisconsin

CIVIL ENGINEER: **GRäEF**

CONTRACTOR: Joda Construction LLC

ADDITIONAL DONATIONS NEEDED FOR:  
1. WINTER RECREATION STORAGE BUILDING  
2. NEW SNOWCAT FOR TRAIL GROOMING

DONATE NOW @  
LaphamPeakSnowmaking.org/donate  
or send check to:  
Friends of Lapham Peak - Snowmaking  
W329 N846 Hwy C  
Delafield, WI 53018

requirements that were added. When pressed for a number, Anne R said she was using \$55K and John M thought that was as good an estimate as any right now. A construction sign is ready, but we are waiting for DNR/DOA approval before putting that up.

**Financing for the Snowmaking Project (Pisten Bully 100 and WRSB):** Anne R summarized the options that have been researched (Board members received emails with documents showing the research). After looking at the overall Friends of Lapham Peak's cash on hand, and our "obligated funds" and our "idle cash" on hand, or cash that may be needed someday, but probably not soon, and looking at commercial loans or personal loans, after looking at and sharing historical donation levels over the years, the Committee has brought a proposal to the Board for consideration and action. This (or some) action is needed as the overall estimated cost of the project is currently higher than the current level of SM donations on hand. We do have a new fund-raising effort about to kick off this fall for the Project, and we anticipate higher than normal attendance this winter based on activities and attendances at other outdoor events driven by COVID-19. So, we anticipate that donations "should" come in again as this all ramps up, and it's possible we will have enough donations on hand when the time comes to pay the bills for this project. But we all agree a plan is needed in case there is a shortfall, and an alternative backup plan should be in place too in case donations fall short and the plan to cover expenses until donations come in, has any issues.

Each member asked questions and voiced opinions, and many perspectives on expenses, donations, operating costs, preferences and alternatives were shared. The general feeling is that if donations or grants fall short, that it would be best to put our "idle cash" (the non-obligated funds) to work first to cover bills until donations catch up and repay the funds. And, if that is still not enough, or if we run into a snag, the backup plan would be to consider at the time of need, the options available to us, and one of those would be a commercial loan that we would have ready to act on, but would not execute unless needed.

After much discussion, Anne R moved, and Randy seconded, that:

#1. Friends of Lapham Peak (FLP) will use either FLP-Snowmaking (SM) donations or Idle cash on hand to pay SM Project bills that will come in during the next few months. First funds to be used are monies donated to SM. Only if monies donated to SM do not cover expenses, then idle cash on hand will be used to cover bills. No new major SM expenses will be taken on until enough donations/grants/etc. have come in to cover past SM project expenses. And,

#2. FLP will complete a Loan application for a \$50K Term Loan (5yr) from Waukesha State Bank in September 2020; this would be ready as a backup if needed (but probably will not use). WSB is fine with

us using any amount under the \$50K if we prefer (we do not have to take the whole \$50K). WSB might want a General Business Security Agreement, and the Snowcat would be the collateral.

Discussion: Dan asked that we clarify that any idle cash used by the SM Project would be repaid from future SM Donations. Anne R and all members agreed. **The motion Passed Unanimously.**

**Habitat Restoration:** John H shared this information prior to the meeting via email:

- Herbiciding continued with the goal to hit each area that we worked on last fall/winter/spring; almost done!
- John H also spent time hitting various areas in the park that Colton and Jay pointed out, areas with crown-vetch in easy to kill areas, Canadian thistle, especially along the park road and on the prairie paths, along the paved trails, etc., and various invasive grasses (with still more to do in Sept).
- A planning session was held to determine when we would start up with volunteers again, with Oct 1st as our goal, and where we would work first.
- This fall we'll focus along the east side of Hwy C going south from the Ice Age Trail Crossing and then south from pond along Hwy C to the area we cut into last season by South Field. Anne K mentioned this area to us last season, and it's the type of work some of the guys like to work on.
- This month, with help from Colton, we took a group of 5 of us out to Nemahbin Springs and while Colton used a skid steer to mow buckthorn, the others of us used brush cutters and carefully treated the cut areas with herbicide.
- DNR staff members planted ferns in the front of the park where we had removed and treated garlic mustard earlier this year; it should look really nice next spring.
- The campsite meadow is looking good, as far as the cutting and killing of invasives; it should look good in the spring, but we're sure it will need spot cutting/mowing and herbiciding next year too, so...
- Another grant has been requested to help us continue to the work on the campsite across this winter and next spring.



**FWSP Incentive Grant work at the Backpacking Campsite:**

John H worked with the DNR staff to renovate the campsite with a new fire ring, two 8 foot benches, a refurbished picnic table, and a chopping block. Others from the DNR helped with painting and minor repairs to the outhouse.

**Trail Grants:** John McC reminded us that the FLP have received three different types of grants related to trail restoration at the park. The following is a brief description of those grants, their status, and the steps going forward to completion (John's written report is attached):

- **2018 DNR Enhancement Grant – Trail Restoration:** Grant total of **\$12,980**, with DNR to provide **\$6,490** and FLP to provide **\$6,490**. The grant was for rehab work on the entire trail system at Lapham Peak. No cash is planned to be exchanged for this grant. FLP will fund their portion of the work and DNR will fund their portion of the work. He also provided us with a summary (also attached) of recorded expenditures to date for the FLP and DNR. The FLP portion was to be covered as follows:
  - 314.5 hours of volunteer labor: **\$2,280**
  - FLP General Fund: **\$2,000**
  - FLP Snowmaking Fund: **\$2,210**
- **DeBoer Quiet Trails Fund** – Grant total of **\$1,000** - no match required. A check for the total amount was given to FLP; documentation of the completed work was submitted in 2019; it's closed now.

- **Weizenicker Grant** – the grant provided a check for **\$5,000**, with the expectation that there would be a match by the FLP of **\$5,000**.

The **\$6,000** from the DeBoer and Weizenicker Grants will be applied to the FLP portion of the Enhancement Grant. **\$6,490 - \$6,000 = \$490** remaining to be funded directly by the FLP.

The Weizenicker Grant requires a **\$5,000** match in expenses or volunteer labor. Adding this to the **\$490** results in an obligation by the FLP of **\$5,490**.

The FLP have expended **\$2,300.89** as expenses towards these grants. The Enhancement Grant requires that the FLP expend **\$4,210** in expenses, which means that the FLP still need to expend a minimum of **\$1,909.11** to satisfy the Enhancement Grant.

The DeBoer and Weizenicker grants provided a cash total of **\$6,000** to the FLP for trail rehab work. With **\$2,300.89** being expended to date, that would leave **\$3,699.11** to be expended by the FLP to use the money provided by these two grants.

Assuming the FLP incur expenses of **\$3,699.11**, in order to spend all the money received from the DeBoer and Weizenicker Grants, that would mean the FLP Still have to incur **\$5,490** in expenses or volunteer labor. Volunteer labor as of the end of 2019, shown on the attached spreadsheet is at **\$2,280**, leaving a balance of **\$3,210 (443 hours)** of volunteer labor required to meet the requirements for all three grants.

The DNR has expended **\$1,563.17** towards their obligation of **\$6,490** for the Enhancement Grant and needs to still expend and provide documentation for **\$4,926.83** of expenses to meet their obligations for this grant.

### Fright Hike:

- With direction from the Snow Making Committee, a Fright Hike Sub-Committee (John Hillmer, Anne Riendl, Joanne Ziarek, and Mike Graham) met and discussed Fright Hike with Angie Lorbach.
- It has been decided that Fright Hike will be postponed until the Fall of 2021.
- While other options were discussed, it has also been determined that no replacement event will be pursued or attempted this year.
- A poster with our terminology “Postponed until the Fall of 2021” was created and posted on the FrightHike Facebook site, and on our 3 websites (Friends, Snowmaking, FrightHike).
- The notion of changing the profit percentages for next year was discussed with Angie; she understands our desire for a change and agreed to have a conversation next year when we establish a new contract for the 2021 Fright Hike with her (or anyone else).
- Regarding the \$1,000 that was already provided to her, the Sub-Committee and SnowMaking Committee agreed that this was for work (labor/hours) put in this year for the Hike and other options that were investigated (before COVID19 hit and before we agreed to postpone it).
- Karl should move the \$1,000 2020 Fright Hike Expense to Snowmaking at the end of this Fiscal year.
- The VISA Card that we ordered for Fright Hike never came; Karl should report it as missing.
- Further, it has been agreed that follow-up meetings should be scheduled in February 2021 to begin planning for the Contract with Angie (or any other person that would/could be the Coordinator), percentage discussions, Charge Card discussions, etc.



**Sign for the Park:** From a “Partnership Enhancement Project/Grant” in 2018, we helped co-fund with the DNR an “Orientation Sign” for the Park. A year ago, we were told the DNR hoped to install it before the freeze of 2019. Another year later, we’re hearing that they are producing these in batches, but we are not in a batch yet so they don’t know when we will get ours. However, it won’t be placed at Evergreen; rather, it will go by the front office so as people enter the park, the informational sign will be there for them to see.

## **NEWBUSINESS**

**Wednesday Night Ski Series:** During tonight’s meeting, Anne K mentioned that buildings might not be open by January, so heating options around the firepit or a rented/donated tent may need to be investigated. This was a huge concern for Kris and the board. Anne K and Colton will check into the projected situation and options in about a month from now.

**Memorial Bricks:** Dan said that the project has now made its first \$1,000! (About \$1,008 in profit). Dan also said that the people we get the bricks from say that we are charging very low compared to others. The board voiced thoughts about raising the prices, and shared their experiences with other efforts, i.e., HAWS, City of Waukesha’s River Walk, etc.), but action was tabled and will be considered again during a future meeting.

**More Invasive Trees:** Rita said that she and Paul have been seeing Black Locust trees on the west side near Cushing Park Road and the parking lot there. John H mentioned that Black Walnut trees have also been popping up on the Prairie side, and Colton said he’s seeing Buckthorn in the same areas, and that we should be targeting all three as invasive to the Park. Colton will verify what is best for herbiciding each species as Garlon 4 might not be the best for each once they are cut.

**Membership:** Rita asked about a fall membership drive and asked about getting some yard-type signs to promote the membership drive, placed nicely at the beginning of the popular trail entrances. The Front Sign on Hwy C might be another place to draw some attention to this. Brochures have been placed in the kiosks. Anne K reminded us that some people don’t want to see a lot of signs when they come to the Parks to escape all that noise, so that it should be done well, and in-frequent (for short periods of time), and would need final approval once a design is selected. Rita will work with Colton.

**Adjourned:** Our next meeting will be **October 7, 6pm, a Zoom meeting** format will be used again. The meeting adjourned at 8:00pm, by motion of John M and all members seconded it, and the motion passed.

Respectfully Submitted, as draft  
-John Hillmer

### Attachments (3):

July Treasurer’s Report



LPF 2020 -07- July  
Treasurers Report v2.

August Treasurer’s Report



LPF 2020 -08- August  
Treasurers Report.pdf

Trail Rehabilitation Grants



FLP Trail Grant  
Summary.pdf