

Little Swan Lake Siltation Committee Meeting Minutes September 18, 2017

Invitees

Carlene Adams, Bob Andersen, Dan Atherton, Tina Atherton, Russ Dahms -A, Jim Dallmeyer, Bryan Hartman, Gil Hennefent, Al Henning -A, Greg Landon -A, Sheila Melton -A, Devin Wagy -A, Mark Wooding -A, Will Zimmerman -A (A- absent)

Chairman Jim Dallmeyer started the meeting at 6:30 pm with a review of the **Agenda** and the **Minutes** from the August 14th Meeting. It was confirmed that the water tower will be paid off in 2021 and may ease the cost for the siltation project.

Old Business:

Shoreline Assessment will be completed before the end of September. Hank and Barb Dunlap have offered their pontoon boat for this project. Gary Miller has agreed to join Devin Wagy and Carlene Adams. Covenants will be reviewed to see if we have any way to enforce shoreline protection or ask the Board to add something which would be approved at the 2018 Membership meeting.

There was discussion about the best way to protect the shorelines. There are several opinions. We will discuss it with the Professional Engineer.

Reviewed the list of engineering firms (9) to receive our Scope of Work and Request for Proposal.

Reviewed the Scope of Work letter developed by the Dallmeyer, Atherton, Atherton, Zimmerman and Hennefent. Minor changes were made to the letter and all agreed the letter can be sent. The goal is to make it generic to the professional engineers can do their job. The committee would like to see the proposals come back with 3 sections:

- Assess where the silt comes from and how to stop it
- Assess and plan for silt removal
- Implementation plan for silt removal

A timeline may be to secure the engineering consultant in 2018, develop preventive measures in 2019, and remove existing silt in 2020.

A map will not be sent with the letter.

Jim Dallmeyer will make the revisions and send out the letter which will ask for all questions to be sent by e-mail to be received by October 13th close of business. The next committee meeting is October 16th and the questions will be reviewed so answers will be sent back to all responding to the RFP by October 20th and the final proposals will be due November 3rd. The meeting on November 16th will be dedicated to selecting a 'short list' (3-5 firms) to be considered for our project.

Dan Atherton has set up a g-mail account for the Siltation Committee and that address will be used.

Jim Dallmeyer, Dan Atherton, Tina Atherton, Gilbert Hennefent and Bob Andersen will review the final proposals and rank them by November 10th, set a meeting if needed for November 13th to be prepared to make a recommendation to the Siltation Committee at the November 16th meeting.

Interviews will start the first week of December to be completed by Christmas.

Bryan Hartman will send Jim Dallmeyer suggested wording to be added to the letter setting expectations for the financial part of the proposals. (That will be sent by the end of today, which is midnight)!

New Business:

Dan Atherton met with **Roger Viadero**, a Civil Engineer, who also has a PHD in Biology. He is the chair of the Environmental Department at Western Illinois University. He is interested in working with Little Swan Lake on the siltation project. He will also offer assistance from some of his grad students. He would be a great help to us and the committee was very pleased to have him offer his services. At this time, we don't know how we will use his services; that will be determined as the project progresses. Dan will invite him to the meeting on November 16th to review the proposals and also offer to have a smaller group meet with him prior to that meeting.

Communication - An ad campaign will be started which will communicate to our members what the Siltation Committee has been doing for them. This will be in the form of an executive summary of the minutes and will be sent out in an e-mail blast. The information will also be on the web site.

Meeting adjourned at 8 PM.

Submitted by C. Adams