

**TOWN OF LONG LAKE, WASHBURN COUNTY  
MONTHLY BOARD MEETING**

Tuesday, July 13, 2021, at 6:00 p.m..

**Town Hall**

**N1584 County Highway MD, Sarona, WI**

AGENDA

Call to Order by LeRoy Sandridge, Chairman  
Pledge of Allegiance, Verification of Notices, Roll Call

1. Approval of Minutes from the June 8, 2021, Regular Board meeting.
2. Financial Report.
3. Public Input.
4. Consider reopening to public uses of town hall.
5. ARPA Funds update and consider motion to create special funds and interest-bearing account.
6. Discuss setting up online town workshop training from Spring WTA Workshops.
7. Road updates.
8. Public Input.
9. Reports of Town Officers
  - Debbie
  - Brenda
  - Greg
  - Dan
  - LeRoy
10. Correspondence.
11. Approve Vouchers for Payment.
12. Adjournment.

Monthly Financial Report

**Town of Long Lake  
Financial Report**

June, 2021

Balance General Fund (Date)	\$	207,106.54	
Deposit	\$	4,068.89	
Interest	\$	18.68	
Transferred to Boat Launch	\$	(612.00)	
Transferred to Dog Fees	\$	(5.00)	
Total	\$	210,577.11	
Expenses	\$	(7,975.84)	
Balance Regular Account (date)			\$ 202,601.27

**Investments**

Money Market Account	\$	216,102.16	
Interest	\$	-	
Total			\$ 216,102.16
Recreation Project	\$	21,740.45	
Interest	\$	-	
Total			\$ 21,740.45
Building & Equipment CD	\$	49,188.98	
Interest	\$	-	
Total			\$ 49,188.98
Boat Launch Permits	\$	519.75	
Trans. From General Fund	\$	612.00	
Total			\$ 1,131.75
Dog License Fees	\$	626.00	
Trans. From General Fund	\$	5.00	
Total			\$ 631.00
Tax Account	\$	13.77	
Interest	\$	-	
Total			\$ 13.77
Total Investments			\$ 288,808.11

**Summary**

General fund	\$	202,601.27	
Investments	\$	288,808.11	
Grand Total (date)			\$ 491,409.38

## Reconciliation Summary

## BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			209,364.63
Checks and Payments	34	Items	-8,692.84
Deposits and Other Credits	28	Items	4,068.89
Service Charge	0	Items	0.00
Interest Earned	1	Item	18.68
Ending Balance of Bank Statement:			204,759.36

## YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			204,759.36
Checks and Payments	7	Items	-2,158.10
Deposits and Other Credits	2	Items	0.01
Register Balance as of 6/30/2021:			202,601.27
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			202,601.27

checking  
7/8/2021

Uncleared Transaction Detail up to 6/30/2021

Date	Num	Payee	Memo	Category	Clr	Amount
<b>Uncleared Checks and Payments</b>						
2/12/2018	DEP	Taxpayers	#3404	Taxes:Gen. Prop. Tax ...		-0.01
2/12/2020	5178	Mike Houser		Public Works:Roads:C...		-600.00
3/11/2020	5208	Mike Houser		Public Works:Roads:C...		-440.00
8/12/2020	5305	Staupe Computers	clerk	General Gov.:Office E...		-90.00
3/10/2021	5468	Bonnie Sue Hurley		Levies-Coll.:Overpaym...		-5.00
5/12/2021	5512	Jeane Walsh		General Gov.:Misc.:Pe...		-23.09
5/12/2021	5526	Two Rivers Accounting LLC	Audit	General Gov.:Account...		-1,000.00
<b>Total Uncleared Checks and Payments</b>				7 Items		-2,158.10
<b>Uncleared Deposits and Other Credits</b>						
12/13/2017	4111	Void				0.00
11/30/2018		Error	#3533			0.01
<b>Total Uncleared Deposits and Other Credits</b>				2 Items		0.01
<b>Total Uncleared Transactions</b>				9 Items		-2,158.09

**TOWN OF LONG LAKE  
BOARD MEETING MINUTES**

**June 8, 2021**

**Town Hall**

The regular monthly Town Board meeting was called to order at 6:00 p.m. by Chairman LeRoy Sandridge. Supervisors, Dan Lubensky and Greg Tinker were present along with Clerk, Debbie Bouma and Treasurer, Brenda Derousseau.

**BOARD MEETING MINUTES:** Motion Lubensky and second Tinker to approve the minutes from the May 11, 2021, Regular Board Meeting. Motion carried.

**FINANCIAL REPORT:** Motion Tinker and second Lubensky to accept the Treasurer's Financial Report as presented by the treasurer. Motion carried.

**PUBLIC INPUT:** Mike McGough stated he is having issues with the website and would like someone to check into it. Wayne Sabatke stated that the three towns on June 2<sup>nd</sup> and 16<sup>th</sup> to address the water level issues on Long Lake. The Highway Commissioner meet with them on the 16<sup>th</sup>. They will be meeting again and continue to work together. Rich Alvin asked about the BFCESD meetings and where they are posted. He also asked about the dog at large problems.

**APPROVE LIQUOR AND TOBACCO LICENSING RENEWALS:** Motion to approve the liquor and tobacco licensing renewals by Lubensky and second by Tinker. Motion carried.

Grumpy' s	Tom Walters	Class B Beer & Liquor
Dave's Outboard	Twyla Kleven	Class A Beer & Liquor
The Pioneer on Long Lake	Jesse DeGross	Class B Beer & Liquor
Sunset Resort	Theodore Kogler	Class B Beer
Lincolnwood Resort	Ross Teasdale	Class B Beer & Liquor
The Landing on Long Lake	Kim Johnston	Class B Beer & Liquor
The Rut	Heather Strand	Class B Beer & Liquor

**CONSIDER REOPENING TO PUBLIC USE OF TOWN HALL:** After board discussion, by consensus, this is tabled for future discussion.

**CONSIDER FIREWORKS PERMIT APPLICATION OF JESSE DEGROSS AND/OR LONG LAKE AREA CHAMBER OF COMMERCE:** Motion Lubensky and second Tinker to approve the fireworks application for Jess DeGross and/or Long Lake Area Chamber of Commerce. Motion carried.

**CONSIDER FIRWORKS APPLICATION OF STEVE WURZER:** Motion Tinker and second Lubensky to approve the fireworks application for Steve Wurzer once the correct paperwork is received by the clerk along with proof of insurance. Motion carried.

**ROAD UPDATES:** Projects on Church Road are moving along as planned.

**PUBLIC INPUT:** James Whitehead ask if it was possible to place collection cans at local places to help support the ATV use of public roads. The clerk is looking into If this can be done. Jesse DeGross inquired about if any action or headway was being made to open Cty Rd D to Eastside Rd by the dam to ATV traffic.

**REPORTS OF TOWN OFFICERS:**

Debbie: Facebook currently has 198 followers from the town. A sample of the suggested letter to be sent to all registered voters was provided to the board for approval from the clerk. By consensus, the board agreed it was a good idea and the clerk should move forward with the plan.

Brenda: The Town CD is renewed; the rate is 0.01% for now. The safety deposit box was closed.

Dan: Boat Landing are doing well, and the rest room has been cleaned.

Greg: none

LeRoy: none

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CORRESPONDENCE: Correspondence was on the table for Board members to review and will be kept with the clerk's meeting records.

VOUCHERS: Motion Lubensky and second Tinker to pay vouchers #5535 to #5553 and EFT, checks 5530-55334 where voided due to printing error. Motion carried.

ADJOURNMENT: On a motion Tinker and second Lubensky the meeting was adjourned at 7:03 p.m. Motion carried.

An audio recording of these minutes will be kept on file at the Town Hall or at the clerk's home.

Respectfully submitted by

Debbie Bouma, Town Clerk

Account	Group	Description	Type	Month 6 DB	Month 6 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset		-3,888.27	491,409.38	
		Count: 1	Asset		-3,888.27	491,409.38	
			Totals:		-3,888.27		491,409.38

Account	Group	Description	Type	Month 6 DB	Month 6 CR	YTD Debits	YTD Credits
21511	UNL	Social Security Taxes Payable	Liability	10.54			-331.68
21512	UNL	U.S. Withholding Taxes Payable	Liability			346.60	
21514	UNL	Medicare Taxes Payable	Liability	2.46			-102.86
24310	UNL	County Apportionment of Taxes	Liability			4,417.54	
24330	UNL	Dog License Fees	Liability		-5.00	44.00	
		Count: 5	Liability	13.00	-5.00	4,808.14	-434.54
			Totals:		8.00		4,373.60

Account	Group	Description	Type	Month 6 DB	Month 6 CR	YTD Debits	YTD Credits
34300	UNF	Unreserved and Undesignated Fund Balance	Capital				-426,097.60
		Count: 1	Capital				-426,097.60
			Totals:				-426,097.60

Account	Group	Description	Type	Month 6 DB	Month 6 CR	YTD Debits	YTD Credits
41111	RAA	Town Prtn Property Taxes	Revenue				-118,330.62
41113	RAC	Delinquent P.P. Retained	Revenue		-155.41		-616.67
41116	RAG	Lottery Tax Collection	Revenue				-2,509.40
41150	RAU	Forest Cropland/Managed Forest Land Taxes	Revenue				-24,283.79
43430	RGT	Other State Shared Taxes	Revenue				-28.65
43531	RHW	State Grant-Locl Trns Ai	Revenue				-48,775.68
43620	RJG	In Lieu of Taxes on State Conservation Lands	Revenue				-59.04
43650	RJR	Forest Cropland/Managed Forest Land	Revenue		-979.50		-979.50
44110	RLD	Liquor and Malt Beverage License	Revenue		-2,108.98		-2,238.50
44111	RLG	Operator Licenses	Revenue		-80.00		-200.00
44900	RMU	Other Regulatory Permits and Fees	Revenue		-532.00		-981.75
44900-04	RMU	Boat Launch Annual permits	Revenue		-130.00		-350.00
46310	RPW	Highway Maintenance and Construction	Revenue				-2.00
48110	SBW	Interest Income	Revenue		-18.68		-546.61
48900	SEH	Other Misc.Revenues	Revenue				-338.91
		Count: 15	Revenue		-4,004.57		-200,241.12
			Totals:		-4,004.57		-200,241.12

Account	Group	Description	Type	Month 6 DB	Month 6 CR	YTD Debits	YTD Credits
51110	DAE	Board Salaries/FICA	Expense	1,381.02		7,963.12	
51110-02	DAG	Board Expenses	Expense	141.28		926.58	
51300	DAM	Legal	Expense			270.00	

# Trial Balance

Sorted By: **Account Number**  
 Selection: **Active Accounts Only**

Fiscal Year: **2021** Month: **6**

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51400	DAR	General Administration	Expense	76.95		541.95	
51400-01	DAS	legal ads	Expense	203.00		889.86	
51420	DAW	Clerk	Expense	1,223.52		7,233.48	
51420-02	DAZ	Clerk Expenses	Expense	183.09		939.16	
51420-04	DBE	Auditor	Expense			1,000.00	
51420-05	DBG	Computer Exp. & ETC.	Expense	55.81		848.15	
51430	DBK	Personnel	Expense	210.00		1,975.05	
51440	DBO	Election Wages	Expense			1,515.07	
51440-02	DBR	Election Expenses	Expense	9.10		546.45	
51520	DCL	Treasurer	Expense	598.99		3,486.30	
51520-02	DCO	Treasurer Expenses	Expense	72.40		1,061.46	
51530	DCS	Assessment of Property	Expense	658.33		3,950.02	
51610	DDO	Town Hall Maintenance	Expense	112.00		1,674.00	
51610-02	DDO	Town Hall Expenses	Expense			60.00	
51610-10	DDO	Town Hall Utilities	Expense	262.43		1,274.48	
51610-20	DDO	Town Hall Improvements	Expense			48.49	
51910	DDW	Illegal Taxes, Tax Refunds, Uncollectible Taxes.	Expense		-78.00		-78.00
51938	DEN	Other Insurance	Expense			4,073.00	
52200	DFK	Fire Protection	Expense			46,063.30	
53311-01	DJA	sanding/snow removal	Expense			21,320.00	
53311-02	DJA	grading	Expense	1,851.25		4,932.50	
53311-03	DJA	Brush/mow/tree maint	Expense	285.00		1,685.00	
53311-04	DJA	Contracted Services	Expense			196.35	
53311-05	DJA	Chip/Crackseal/Patch	Expense			1,332.76	
53311-07	DJA	signs	Expense			240.00	
53311-08	DJA	culverts	Expense	620.00		4,373.76	
53311-09	DJA	Salt/Sand	Expense			6,372.99	
53311-90	DJA	Misc. Maintance	Expense			150.00	
53635	DOI	Recycling	Expense			2,525.60	
55400	DSA	Recreation Facilities	Expense			267.15	
55400-10	DSA	Boat Landings maint	Expense	18.67		897.71	

Count: 34

Expense	7,962.84	-78.00	130,633.74	-78.00
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Totals:	7,884.84		130,555.74	
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**Report 61 Totals:**

Count: 56

Totals:	7,975.84	-7,975.84	626,851.26	-626,851.26
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Differences:				0.00
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### Trial Balance Summary

	Month 6 Totals	YTD Totals		Month 6 Totals	YTD Totals
'1' Assets:	-3,888.27	491,409.38	'2' Liabilities:	8.00	4,373.60
'5' Expenses:	7,884.84	130,555.74	'3' Capital:		-426,097.60
Assets + Expenses:	3,996.57	621,965.12	'4' Revenues:	-4,004.57	-200,241.12
			Liab + Cap + Rev:	-3,996.57	-621,965.12