

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

Tuesday, January 11, 2022, at 6:00 p.m.

Town Hall

N1584 County Highway MD, Sarona, WI

AGENDA

Call to Order by Dan Lubensky, Supervisor I
Pledge of Allegiance, Verification of Notices, Roll Call

1. Approval of Minutes from the December 14, 2021, Regular Board meeting.
2. Financial Report.
3. Public Input.
4. Consider/Approval Benjamin's House request for a Temporary Class "B"/ "Class B" license for Winter Fest on Long Lake, February 12-13, 2022.
5. Consider/Approval Hunt Hill's request for a Temporary Class "B"/ "Class B" license for Pints on the Prairie, September 24, 2022.
6. Consider/Approval for Wurzer's Sunset Resort premise description update for the existing alcohol license.
7. Accept Liquor Licensing Surrender of Ross and Beth Teasdale, Lincolnwood Resort, with the closing date approximately January 31, 2022.
8. Consider/Approval for Original Liquor Licensing Application of Wurzer's Lincolnwood Resort, with the closing date approximately January 31, 2022.
9. Consider/Approval Resolution 2022-1 Appointing an Interim Town Chairman pursuant to WI State Statue 60.30(5)(c).
10. Oath of Office for Interim Town Chairman.
11. Public input.
12. Reports of Town Officers
 - Debbie
 - Brenda
 - Greg
 - Dan
13. Correspondence.
14. Approve Vouchers for Payment.
15. Adjournment.

**TOWN OF LONG LAKE
BOARD MEETING MINUTES**

December 14, 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 by Sandridge and second by Lubensky to table comment in Financial Report until the review of past minutes and will be readdressed at another time. Motion carried. Motion Tinker and second Lubensky to approve the minutes from November 9, 2021, Regular Board Meeting as corrected. Motion carried.

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

PUBLIC INPUT: Virginia Sandridge expressed her concern about the nick picking and disruption, which has been going on now for the last 8 months by Mick Givens, and she feels it need to end so the meeting can become productive again. Rich Alvin asks about who goes out to inspect the driveway permits. Wayne Sabatke updated the board on the Lake Committee meetings. He also expressed his concerns about the LLPA newsletter that was mailed out. The letter implied that the committee had not let the LLPA attend their meetings, which in fact they have attended the last three meetings. Also, three of the Lake Committee members are members of the LLPA. He just wanted to set the record straight as the newsletter misrepresented the facts. Greg Tinker thanked Wayne Sabatke for all his work on the Lake Committee.

WARREN TUTTLE INTRODUCED AS CANDIDATE FOR WASHBURN COUNTY SHERIFF: Warren Tuttle introduced himself to the board and gave a brief overview of his plans as a candidate for Washburn Cty. Sheriff.

CONSIDER APPROVAL OF RESOLUTION NO. 2021-2 BIRCHWOOD FOUR CORNERS EMERGENCY SERVICE DISTRICT 2022 ASSESSMENT: Motion by Tinker and second Lubensky to approve Resolution No. 2021-2 BFCESD 2022 Assessment as presented for \$43,497.34. Motion carried.

CONSIDER APPROVAL OF RESOLUTION NO. 2021-3 NO PARKING ON WATERS EDGE ROAD AND GRUENHAGEN BAY ROAD: Motion by Lubensky and second Tinker to post one side of Waters Edge Road and Gruenhagen Bay Road as No Parking as presented in Resolution No. 2021-3. Motion carried.

RECYCLE CENTER 2022 ATTENDANT EXTRA HOURS AGREEMENT: Motion by Tinker and second by Lubensky to extend the hours of the recycle center by 2 hours and the Town of Long Lake will pay for the attendant's wage of \$11an hour for a total of \$528. Motion carried.

CONSIDER TOWN CREDIT OR DEBIT CARD FOR MONTHLY PURCHASES: Clerk and Treasure explained that many times they must use their own funds for town expenses during the month and are unable to reimburse until the next meeting. Motion by Tinker and second by Lubensky to have a credit card for town use with a \$1,500 limit for monthly expenses will all receipts to be attached to the credit card statement each month when it is paid. Motion carried.

LRIP AND TRIS ROAD APPLICATION UPDATES: The clerk presented LRIP application for paving and shoulders on Church Road for .5 miles is estimated to be \$55,846 by Washburn Cty Hwy Dept. and TRIS 2023 application (90/10) for the gravel portion of Burma Rd (Cty Rd D to Audubon Rd) for the estimated cost of \$613,500 that were submitted. In March, we will hear if we are awarded any of the TRIS 2023 money.

ROAD UPDATES: The ditching and gravel on Church Rd from the Brill River to Brill must be postponed until spring as the snow came too soon to complete.

PUBLIC INPUT: Rich Alvin asked what is Mick Given's problem with Long Lake Ave brushing. Rich stated he was on the board when the agreement was made with the Town of Sarona. He does not see what the problem is.

REPORTS OF TOWN OFFICERS:

Debbie: none

Brenda: Tax bills have been sent out.

Dan: none

Greg: none

LeRoy: Road signs have been stolen again on 30th Ave.

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 #5663 to #5681 and EFT. Motion carried.

ADJOURNMENT: On a motion from Lubensky and second Tinker the meeting was adjourned at 7:16 p.m. Motion carried.

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

Respectfully submitted by

Debbie Bouma, Town Clerk

Monthly Financial Report

**Town of Long Lake
Financial Report**

December, 2021

Balance General Fund (Date)	\$	231,450.33	
Deposit	\$	642,438.44	
Interest	\$	29.12	
Transferred to Tax Account	\$	(638,965.25)	
Total	\$	234,952.64	
Expenses	\$	(9,126.65)	
Balance Regular Account (date)	\$		225,825.99

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	\$	49,191.46	
Interest	\$	-	
Total			\$ 49,191.46
Boat Launch Permits	\$	2,538.49	
Trans. From General Fund	\$	-	
Total			\$ 2,538.49
Dog License Fees	\$	631.00	
County License Payment	\$	(275.00)	
Trans. From General Fund	\$	-	
Total			\$ 356.00
Tax Account	\$	13.77	
Real Estate	\$	630,126.61	
MLF-Open	\$	79.90	
MLF-Closed	\$	8,607.03	
Personal Property	\$	151.71	
Total			\$ 638,979.02
ARPA Local Recovery Fund	\$	32,972.43	
Interest	\$	2.80	
Total			\$ 32,975.23
Total Investments			\$ 961,882.81

Summary

General fund	\$	225,825.99	
Investments	\$	961,882.81	
Grand Total (date)	\$		1,187,708.80

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			238,296.63
Checks and Payments	29	Items	-649,667.35
Deposits and Other Credits	9	Items	642,438.44
Service Charge	0	Items	0.00
Interest Earned	1	Item	29.12
Ending Balance of Bank Statement:			231,096.84

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			231,096.84
Checks and Payments	14	Items	-5,545.86
Deposits and Other Credits	3	Items	275.01
Register Balance as of 12/31/2021:			225,825.99
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			225,825.99

Uncleared Transaction Detail up to 12/31/2021

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
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	Staube Computers	clerk	General Gov.:Office E...		-90.00
5/12/2021	5526	Two Rivers Accounting LLC	Audit	General Gov.:Account...		-1,000.00
9/15/2021	EFT	United States Treasury		General Gov.:FICA		-468.34
9/15/2021	5606	Twyla Kleven		General Gov.:Salary		-23.09
9/15/2021	5611	Diane Heinrich		General Gov.:Salary		-23.09
11/10/2021	5646	Twyla Kleven		General Gov.:Salary		-23.09
11/10/2021	5660	United States Treasury		General Gov.:FICA		-23.66
12/15/2021	5669	Assoc. Appraisals Consult...		General Gov.:Assessor		-658.33
12/15/2021	5672	First Responder		Public Safety:First Res...		-2,000.00
12/15/2021	5673	Integrity Building Services	Cleaning	General Gov.:Town Pr...		-37.00
12/15/2021	5680	WTA/TAC		General Gov.:Misc.:Du...		-159.25
Total Uncleared Checks and Payments				14 Items		-5,545.86
Uncleared Deposits and Other Credits						
12/13/2017	4111	Void				0.00
11/30/2018		Error	#3533			0.01
12/15/2021		Dog Fees	co payment dog license	[dog Fees]		275.00
Total Uncleared Deposits and Other Credits				3 Items		275.01
Total Uncleared Transactions				17 Items		-5,270.85

Trial Balance

Account	Group	Description	Type	Month 12 DB	Month 12 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset	633,068.71		1,187,708.80	
Count: 1			Asset	633,068.71		1,187,708.80	
Totals:					633,068.71		1,187,708.80

Account	Group	Description	Type	Month 12 DB	Month 12 CR	YTD Debits	YTD Credits
21511	UNL	Social Security Taxes Payable	Liability	10.54			-334.78
21512	UNL	U.S. Withholding Taxes Payable	Liability			370.26	
21514	UNL	Medicare Taxes Payable	Liability	2.46			-103.52
24310	UNL	County Apportionment of Taxes	Liability			4,417.54	
24330	UNL	Dog License Fees	Liability	275.00		319.00	
26101	UNL	Taxes Collected	Liability		-106,832.31		-106,832.31
26101-01	UNL	Real Estate Taxes Collected	Liability		-523,345.93		-523,345.93
26101-02	UNL	Personal Property Taxes Collected	Liability		-100.08		-100.08
26101-04	UNL	R.E. Tax Overpaid-To Refund	Liability		-1,033.19		-1,033.19
26101-05	UNL	Tax Collected MFL Open	Liability		-79.90		-79.90
26101-06	UNL	Tax Collected MFL Closed	Liability		-8,607.03		-8,607.03
Count: 11			Liability	288.00	-639,998.44	5,106.80	-640,436.74
Totals:					-639,710.44		-635,329.94

Account	Group	Description	Type	Month 12 DB	Month 12 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 12 DB	Month 12 CR	YTD Debits	YTD Credits
41111	RAA	Town Prtn Property Taxes	Revenue				-190,851.06
41113	RAC	Delinquent P.P. Retained	Revenue				-616.67
41114	RAE	State Property Tax Cred IN & OUT	Revenue				-4,926.04
41116	RAG	Lottery Tax Collection	Revenue				-2,509.40
41150	RAU	Forest Cropland/Managed Forest Land Taxes	Revenue				-24,283.79
43410	RGN	State Shared Revenues	Revenue				-41,710.58
43430	RGT	Other State Shared Taxes	Revenue				-49.43
43531	RHW	State Grant-Locl Trns Ai	Revenue				-97,551.36
43620	RJG	In Lieu of Taxes on State Conservation Lands	Revenue				-59.04
43650	RJR	Forest Cropland/Managed Forest Land	Revenue				-979.50
44110	RLD	Liquor and Malt Beverage License	Revenue				-12,535.50
44111	RLG	Operator Licenses	Revenue		-40.00		-420.00
44900	RMU	Other Regulatory Permits and Fees	Revenue				-3,153.99
44900-04	RMU	Boat Launch Annual permits	Revenue				-390.00
46310	RPW	Highway Maintenance and Construction	Revenue				-2.00
46435	RSG	Recycling (Usr Fees Only	Revenue		-2,400.00		-2,690.80
48110	SBW	Interest Income	Revenue		-31.92		-685.05
48900	SEH	Other Misc.Revenues	Revenue				-2,838.91

Trial Balance

Fiscal Year: **2021** Month: **12**

Count: 18

Revenue	-2,471.92	-386,253.12
Totals:	-2,471.92	-386,253.12

Account	Group	Description	Type	Month 12 DB	Month 12 CR	YTD Debits	YTD Credits
51110	DAE	Board Salaries/FICA	Expense	1,381.02		16,249.24	
51110-02	DAG	Board Expenses	Expense	151.36		2,082.61	
51110-10	DAE	Plan Commission Salaries/FICA	Expense			403.65	
51110-15	DAE	Board & Commission Dues & Registrations	Expense	159.25		204.25	
51300	DAM	Legal	Expense			450.00	
51400	DAR	General Administration	Expense			541.95	
51400-01	DAS	legal ads	Expense	107.49		1,103.80	
51420	DAW	Clerk	Expense	1,223.52		14,574.60	
51420-02	DAZ	Clerk Expenses	Expense	516.66		2,582.25	
51420-04	DBE	Auditor	Expense			1,000.00	
51420-05	DBG	Computer Exp. & ETC.	Expense	237.33		1,962.13	
51430	DBK	Personnel	Expense	50.00		2,267.28	
51440	DBO	Election Wages	Expense			1,515.07	
51440-02	DBR	Election Expenses	Expense			1,617.99	
51520	DCL	Treasurer	Expense	598.99		7,080.24	
51520-02	DCO	Treasurer Expenses	Expense	76.32		1,503.14	
51530	DCS	Assessment of Property	Expense	658.33		7,900.00	
51610	DDO	Town Hall Maintenance	Expense	37.00		2,286.00	
51610-02	DDO	Town Hall Expenses	Expense			150.00	
51610-10	DDO	Town Hall Utilities	Expense	141.95		2,124.20	
51610-20	DDO	Town Hall Improvements	Expense			48.49	
51910	DDW	Illegal Taxes, Tax Refunds, Uncollectible Taxes	Expense				-78.00
51938	DEN	Other Insurance	Expense	60.00		4,136.00	
52200	DFK	Fire Protection	Expense			50,989.34	
52900	DII	Other Public Safety	Expense	2,000.00		2,000.00	
53311-01	DJA	sanding/snow removal	Expense	160.00		21,480.00	
53311-02	DJA	grading	Expense			11,675.00	
53311-03	DJA	Brush/mow/tree maint	Expense	245.00		17,509.93	
53311-04	DJA	Contracted Services	Expense			196.35	
53311-05	DJA	Chip/Crackseal/Patch	Expense			27,491.12	
53311-06	DJA	Ditch repair	Expense			23,635.88	
53311-07	DJA	signs	Expense			270.00	
53311-08	DJA	culverts	Expense	130.00		5,564.28	
53311-09	DJA	Salt/Sand	Expense	961.28		7,334.27	
53311-50	DJA	Gravel/load/haul/spread	Expense			5,720.25	
53311-90	DJA	Misc. Maintance	Expense			4,530.00	
53635	DOI	Recycling	Expense	200.00		7,113.60	
55400	DSA	Recreation Facilities	Expense			1,111.11	
55400-10	DSA	Boat Landings maint	Expense	18.15		1,645.84	

Count: 39

Expense	9,113.65	260,049.86	-78.00
Totals:	9,113.65	259,971.86	

Trial Balance

Report 61 Totals:

Count:	70
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Totals:	642,470.36	-642,470.36	1,452,865.46	-1,452,865.46
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Differences:	0.00
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Trial Balance Summary

	Month 12 Totals	YTD Totals		Month 12 Totals	YTD Totals
'1' Assets:	633,068.71	1,187,708.80	'2' Liabilities:	-639,710.44	-635,329.94
'5' Expenses:	9,113.65	259,971.86	'3' Capital:		-426,097.60
			'4' Revenues:	-2,471.92	-386,253.12
Assets + Expenses:	642,182.36	1,447,680.66	Liab + Cap + Rev:	-642,182.36	-1,447,680.66