

**TOWN OF LONG LAKE, WASHBURN  
COUNTY MONTHLY BOARD MEETING  
Tuesday, October 11, 2022, at 6:00 p.m.  
Town Hall  
N1584 County Highway MD, Sarona, WI**

AGENDA

Call to Order by James Whitehead, Chairman Pledge  
of Allegiance, Verification of Notices, Roll Call

1. Approval of Minutes from the September 13, 2022, Regular Board Meeting
2. Financial Report
3. Consider/Approval L&L Excavating Snow Plowing Contract
4. Approval of the Payment Plan for BFCESD Building
5. Update Roads and Consider Proposal from Washburn County Highway
6. Discuss Driveway Permits and Inspections.
7. Consider/Approve Resolution 2022-3 Resolution of the Town Board Proposing to Exceed Levy Limit
8. Update Town Hall Remodel
9. Set Date for November Board Meeting (General Elections is on November 8<sup>th</sup>)
10. Reports of Town Officers
  - Debbie
  - Brenda
  - Greg
  - Dan
  - James
11. Correspondence
12. Approve Vouchers for Payment
13. Adjournment

**TOWN OF LONG LAKE  
BOARD MEETING MINUTES**

**SEPTEMBER 13, 2022**

**Town Hall**

The regular monthly Town Board meeting was called to order at 6:00 p.m. by Chairman James Whitehead. Supervisor I, Dan Lubensky, and Supervisor II, Greg Tinker were present along with Clerk, Debbie Bouma, and Treasurer, Brenda Derosseau. The Pledge of Allegiance was recited. Verification of notices was confirmed by the Clerk.

**Approval of Minutes:** Motion by Lubensky and seconded by Tinker to approve the minutes from August 17, 2022, Regular Board Meeting. Motion carried.

**Approval of Financial Report:** Motion by Tinker and seconded by Lubensky to accept the Treasurer's Financial Report as presented by the Treasurer. Motion carried.

**Public Input:** Scott Frolick commented on concerns he was told happened at planning commission meeting. John Long commented he was in support of Scott Frolick. Diane Heinrich spoke that she is thankful that James Whitehead stepped up for the town when no one else would. Beth Rock asked when the hearing would be held for Sunset resorts again as the 90 days are almost up. Pam Collins asked if we have heard anything on the grant that was submitted for the gravel part of Burma Road.

**Consider/Approval WI Canoe Heritage Museum Inc (at Hunt Hill) request for a Temporary Class "B"/ "Class B" License for Canoe and Brew, September 25, 2022:** Motion by Lubensky and seconded by Tinker to approve the temporary Class "B"/"Class B" license for the WI Canoe Heritage Museum Inc to be at Hunt Hill on September 25, 2022. Motion carried.

**Set Date and Time for Special Budget Planning Meeting:** By consensus, the board set the Special budget planning meeting to be October 19, 2022, at 5:30 pm and we encourage the public to attend.

**Clean Up Days Report:** Clerk stated that the bills came in for Clean up days and the expenses came to \$2186.57. The paperwork to get the reimbursement from Washburn County has been filed. Special thanks to Mike Houser who donated his time and machinery to help unload all the heavy items.

**Reports of Town Officers:**

**Debbie:** Will be attending the WTA Fall workshop on September 26 in Cable. Has found another grant from the WEC for election security for \$1200 and applied for it, this money can go towards the elections security room when received.

**Brenda:** Reviewed the tax insert.

**Dan:** The bass tournament had a problem with someone backing into another's trailer.

**Greg:** none

**James:** The board is working with the planning commission in a joint effort to create a 5-year road plan. Plans are to review go pro videos at the next meeting. BFCES Building is moving forward and excavating work has begun.

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

**Approve Vouchers for Payment:** Motion by Lubensky and second by Tinker to pay vouchers #5873-5889, #1001 (ARRP) and the EFT. Motion carried.

**Adjournment:** On a motion from Lubensky and second by Tinker the meeting was adjourned at 6:42 p.m. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

Monthly Financial Report

**Town of Long Lake  
Financial Report**

September, 2022

Balance General Fund (Date)	\$	199,729.58	
Deposit	\$	379,679.61	
Interest	\$	23.19	
Transferred to Money Market Acct (BFCESD)	\$	(288,285.00)	
Transferred To Boat Launch	\$	(433.18)	
Total	\$	290,714.20	
Expenses	\$	(14,036.03)	
Balance Regular Account (date)	\$		276,678.17

**Investments**

Money Market Account	\$	216,114.95	
BFCESD Funding	\$	288,285.00	
Interest	\$	656.16	
Total	\$		505,056.11
Recreation Project	\$	24,280.38	
Interest	\$	-	
Total	\$		24,280.38
Building & Equipment(Saving	\$	49,218.20	
Interest	\$	2.48	
Total	\$		49,220.68
Boat Launch Permits	\$	1,538.03	
Trans. From General Fund	\$	433.18	
Total	\$		1,971.21
Dog License Fees	\$	516.00	
Washburn Co Dog Fees	\$	-	
Total	\$		516.00
Tax Account	\$	13.77	
Transferred to General Fund	-		
Total	\$		13.77
ARPA Local Recovery Fund	\$	65,545.20	
Payment (Hillcrest Const)	\$	(4,367.00)	
Interest	\$	5.28	
Total	\$		61,183.48
Total Investments	\$		642,241.63

**Summary**

General fund	\$	276,678.17	
Investments	\$	642,241.63	
Grand Total (date)	\$		918,919.80

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			203,126.94
Checks and Payments	22	Items	-297,637.40
Deposits and Other Credits	17	Items	379,679.61
Service Charge	0	Items	0.00
Interest Earned	1	Item	23.19
Ending Balance of Bank Statement:			285,192.34

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			285,192.34
Checks and Payments	16	Items	-8,514.18
Deposits and Other Credits	2	Items	0.01
Register Balance as of 9/30/2022:			276,678.17
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			276,678.17

Uncleared Transaction Detail up to 9/30/2022

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	Staupe 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	5611	Diane Heinrich		General Gov.:Salary		-23.09
6/15/2022	5809	Twyla Kleven		General Gov.:Salary		-23.09
7/13/2022	5829	Jeanne Walsh		General Gov.:Misc.:Pe...		-25.00
7/13/2022	5834	Eric Anderson		General Gov.:Salary		-25.00
8/19/2022	5863	Jeanne Walsh		General Gov.:Misc.:Pe...		-25.00
8/19/2022	5872	Herb Smith	#4338/annual	Levies-Coll.:Overpaym...		-20.00
9/14/2022	5877	Brenda Derousseau		General Gov.:Salary		-594.55
9/14/2022	5882	Rick Williams		General Gov.:Salary		-23.09
9/14/2022	5890	Birchwood 4 Corners Eme...		Public Safety:2% Fire ...		-4,940.09
9/14/2022	5891	Cardmember Services		General Gov.:Office:Fo...		-216.92
Total Uncleared Checks and Payments				16 Items		-8,514.18
Uncleared Deposits and Other Credits						
12/13/2017	4111	Void				0.00
11/30/2018		Error	#3533			0.01
Total Uncleared Deposits and Other Credits				2 Items		0.01
Total Uncleared Transactions				18 Items		-8,514.17

# Trial Balance

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

Fiscal Year: 2022 Month: 9

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Account	Group	Description	Type	Month 9 DB	Month 9 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset	361,963.69		918,919.80	
		Count: 1	Asset	361,963.69		918,919.80	
<b>Totals:</b>				361,963.69		918,919.80	

Account	Group	Description	Type	Month 9 DB	Month 9 CR	YTD Debits	YTD Credits
21511	UNL	Social Security Taxes Payable	Liability		-14.26		-744.42
21512	UNL	U.S. Withholding Taxes Payable	Liability			370.26	
21514	UNL	Medicare Taxes Payable	Liability		-3.32	372.10	
24310	UNL	County Apportionment of Taxes	Liability			517,906.86	
24330	UNL	Dog License Fees	Liability			83.00	
24610	UNL	Rice Lake schools	Liability			1,102,619.75	
24611	UNL	Spooner Schools	Liability			222,495.12	
24630	UNL	Wi VTAE District	Liability			43,149.30	
26101	UNL	Taxes Collected	Liability				-106,002.63
26101-01	UNL	Real Estate Taxes Collected	Liability				-1,886,299.01
26101-02	UNL	Personal Property Taxes Collected	Liability				-962.63
26101-04	UNL	R.E. Tax Overpaid-To Refund	Liability			2,120.70	
26101-05	UNL	Tax Collected MFL Open	Liability				-261.95
26101-06	UNL	Tax Collected MFL Closed	Liability				-31,207.19
26101-10	UNL	Special Charges	Liability				-15.00
		Count: 15	Liability		-17.58	1,889,117.09	-2,025,492.83
<b>Totals:</b>					-17.58		-136,375.74

Account	Group	Description	Type	Month 9 DB	Month 9 CR	YTD Debits	YTD Credits
34300	UNF	Unreserved and Undesignated Fund Balance	Capital				-551,953.86
		Count: 1	Capital				-551,953.86
<b>Totals:</b>							-551,953.86

Account	Group	Description	Type	Month 9 DB	Month 9 CR	YTD Debits	YTD Credits
41111	RAA	Town Prtn Property Taxes	Revenue		-70,519.48		-70,519.48
41113	RAC	Delinquent P.P. Retained	Revenue				-1,410.49
41114	RAE	State Property Tax Cred IN & OUT	Revenue		-4,940.09		-4,940.09
41116	RAG	Lottery Tax Collection	Revenue				-3,795.36
43410	RGN	State Shared Revenues	Revenue		-1,311.03		-34,281.62
43430	RGT	Other State Shared Taxes	Revenue		-20.78		-49.43
43531	RHW	State Grant-Locl Trns Ai	Revenue		-13,362.24		-88,001.28
43620	RJG	In Lieu of Taxes on State Conservation Lands	Revenue				-71.90
43650	RJR	Forest Cropland/Managed Forest Land	Revenue				-999.50
44110	RLD	Liquor and Malt Beverage License	Revenue		-10.00		-2,475.00
44111	RLG	Operator Licenses	Revenue		-40.00		-793.00
44900	RMU	Other Regulatory Permits and Fees	Revenue		-648.18		-1,566.21
44900-04	RMU	Boat Launch Annual permits	Revenue				-410.00
46435	RSG	Recycling (Usr Fees Only	Revenue		-18.00		-18.00

# Trial Balance

48110	SBW	Interest Income	Revenue	-687.11	-1,076.23
48900	SEH	Other Misc.Revenues	Revenue	-288,809.81	-288,959.81
Count: 16			Revenue	-380,366.72	-499,367.40
			<b>Totals:</b>	<b>-380,366.72</b>	<b>-499,367.40</b>

Account	Group	Description	Type	Month 9 DB	Month 9 CR	YTD Debits	YTD Credits
51110	DAE	Board Salaries/FICA	Expense	1,461.75		12,510.24	
51110-02	DAG	Board Expenses	Expense	155.00		1,407.48	
51110-10	DAE	Plan Commission Salaries/FICA	Expense	155.74		594.11	
51110-12	DAE	Plan Commission Expenses	Expense			364.20	
51110-15	DAE	Board & Commission Dues & Registrations	Expense	140.00		1,103.98	
51300	DAM	Legal	Expense			1,872.00	
51400	DAR	General Administration	Expense			304.55	
51400-01	DAS	legal ads	Expense			606.30	
51420	DAW	Clerk	Expense	1,250.43		11,891.81	
51420-02	DAZ	Clerk Expenses	Expense	119.75		2,511.84	
51420-05	DBG	Computer Exp. & ETC.	Expense	15.81		870.68	
51430	DBK	Personnel	Expense			65.00	
51440	DBO	Election Wages	Expense			2,733.75	
51440-02	DBR	Election Expenses	Expense	40.21		2,122.88	
51520	DCL	Treasurer	Expense	625.90		5,552.37	
51520-02	DCO	Treasurer Expenses	Expense	57.61		1,543.85	
51530	DCS	Assessment of Property	Expense	691.67		6,225.03	
51610	DDO	Town Hall Maintenance	Expense			447.24	
51610-02	DDO	Town Hall Expenses	Expense	20.90		411.39	
51610-10	DDO	Town Hall Utilities	Expense	138.00		4,466.28	
51610-20	DDO	Town Hall Improvements	Expense			225.00	
51910	DDW	Illegal Taxes, Tax Refunds, Uncollectible Taxes	Expense				-25.00
51938	DEN	Other Insurance	Expense			4,070.00	
52200	DFK	Fire Protection	Expense	4,940.09		48,437.43	
53311-01	DJA	sanding/snow removal	Expense			33,082.20	
53311-02	DJA	grading	Expense			3,226.25	
53311-03	DJA	Brush/mow/tree maint	Expense	1,932.00		6,374.50	
53311-05	DJA	Chip/Crackseal/Patch	Expense			14,879.78	
53311-06	DJA	Ditch repair	Expense			520.00	
53311-07	DJA	signs	Expense			460.00	
53311-08	DJA	culverts	Expense			2,501.46	
53311-09	DJA	Salt/Sand	Expense			6,476.63	
53311-40	DJA	Black Topping	Expense			63,425.99	
53311-50	DJA	Gravel/load/haul/spread	Expense			18,022.66	
53311-90	DJA	Misc. Maintance	Expense	4,367.00		4,367.00	
53635	DOI	Recycling	Expense	2,186.57		3,431.57	
55400	DSA	Recreation Facilities	Expense	122.18		803.30	
55400-10	DSA	Boat Landings maint	Expense			893.45	

# Trial Balance

Count:	38
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Expense	18,420.61	268,802.20	-25.00
<b>Totals:</b>	<b>18,420.61</b>	<b>268,777.20</b>	

Report 61 Totals:

Count:	71
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<b>Totals:</b>	<b>380,384.30</b>	<b>-380,384.30</b>	<b>3,076,839.09</b>	<b>-3,076,839.09</b>
<b>Differences:</b>				<b>0.00</b>

### Trial Balance Summary

	Month 9 Totals	YTD Totals		Month 9 Totals	YTD Totals
'1' Assets:	361,963.69	918,919.80	'2' Liabilities:	-17.58	-136,375.74
'5' Expenses:	18,420.61	268,777.20	'3' Capital:		-551,953.86
Assets + Expenses:	380,384.30	1,187,697.00	'4' Revenues:	-380,366.72	-499,367.40
			Liab + Cap + Rev:	-380,384.30	-1,187,697.00



RESOLUTION OF TOWN BOARD PROPOSING TO EXCEED LEVY LIMIT

Town of Long Lake, Washburn County  
Resolution No. 2022-3

Whereas, the State of Wisconsin has imposed levy limits on town, village, city, and county levies for 2022 and thereafter under Wis. Stat. § 66.0602;

Whereas, Wis. Stat. § 66.0602 limits the allowable local levy for 2022 to a percentage increase of no more than the greater of (a) zero percent of the 2021 payable 2022 adjusted actual levy as calculated under the state's levy limit law or (b) a percentage equal to the percent change in equalized value due to net new construction less improvements removed, which for the Town of Long Lake is **.948%**.

Whereas, the town board of the Town of Long Lake, Washburn County, believes that for the 2022 tax levy (to be collected in 2023) it is in the town's best interest to exceed the state levy limit as described above by a greater percentage than .948.

Whereas, the Town of Long Lake's 2021 payable 2022 adjusted actual tax levy was \$190,374 and further whereas the state law would limit this year's increase to \$1,805 (\$190,374 x 1.188%), for a total allowable town tax levy of \$192,150 (\$192,179 less \$28.65 for the 2023 personal property aid payment) *before* adjustments for 2022 (to be collected in 2023);

THEREFORE, the town board of the Town of Long Lake, Washburn County does hereby resolve, and order as follows:

1. The town board supports an increase in the town tax levy for 2022 that will exceed the amount allowed by the state levy limit.
2. The town board directs that the question of increasing the allowable town tax levy for 2022 (to be collected in 2023) by **4.813%** (\$40,000/\$192,150), which would increase the town levy by **\$40,000**, for a total town tax levy (*after* adjustments) of **\$232,150** (\$40,000+\$192,150), shall be placed on the agenda for the special town meeting to be held on November 15, 2022.

Adopted this 11 day of October, 2022

Signature of Town Chair: \_\_\_\_\_

Attested by Town Clerk: \_\_\_\_\_