

**TOWN OF LONG LAKE, WASHBURN
COUNTY MONTHLY BOARD MEETING**
Tuesday, January 10, 2023, 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 December 13, 2022, Regular Board Meeting
2. Financial Report
3. Discussion/Action on Whether to Proceed Legal Remedies to Retrieve Town Records
4. Discussion/Action on Planning Commission's Recommendations for 2023 Road Projects
5. Approval of the Monthly Payment for BFCESD Building
6. Approval of Resolution No. 2023-1 Disaster Proclamation for the December snowstorm
7. Update Town Hall Remodel
8. Reports of Town Officers
 - Debbie
 - Brenda
 - Greg
 - Dan
 - James
9. Correspondence
10. Approve Vouchers for Payment
13. Adjournment

Monthly Financial Report

**Town of Long Lake
Financial Report**

December, 2022

Balance General Fund (Date)	\$	273,384.06	
Deposit	\$	667,080.77	
Interest	\$	36.04	
Transferred to Tax Account	\$	(640,984.16)	
Transferred to Boat Permits	\$	(36.00)	
Transferred To Dog Licenses	\$	(139.00)	
Total	\$	299,341.71	
Expenses	\$	(34,884.63)	
Balance Regular Account (date)	\$		\$ 264,457.08

Investments

Money Market Account	\$	216,771.11	
BFCESD Funding	\$	205,220.41	
BFCESD Payment	\$	(11,625.58)	
Interest	\$	3,353.83	
Total	\$		\$ 413,719.77
Recreation Project	\$	24,280.38	
Transer from Boat Permits	\$	2,068.21	
Interest from Sept 2022	\$	73.72	
Interest	\$	174.87	
Total	\$		\$ 26,597.18
Building & Equipment(Saving	\$	49,220.68	
Interest	\$	2.45	
Total	\$		\$ 49,223.13
Boat Launch Permits	\$	2,032.21	
Trans From General Fund	\$	36.00	
Trans. To Recreation Project	\$	(2,068.21)	
Total	\$		\$ -
Dog License Fees	\$	516.00	
Transferred from General Fu	\$	139.00	
Total	\$		\$ 655.00
Tax Account	\$	13.77	
Real Estate	\$	632,594.03	
MFL-Open	\$	106.42	
MFL-Closed	\$	8,083.75	
Personal Property	\$	199.96	
Total	\$		\$ 640,997.93
ARPA Local Recovery Fund	\$	29,266.14	
Payment (Hillcrest Const)	\$	(7,950.34)	
Interest	\$	2.23	
Total	\$		\$ 21,318.03
Total Investments	\$		\$ 1,152,511.04

Summary

General fund	\$	264,457.08	
Investments	\$	1,152,511.04	
Grand Total (date)	\$		\$ 1,416,968.12

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			279,517.11
Checks and Payments	34	Items	-676,615.10
Deposits and Other Credits	24	Items	667,060.77
Service Charge	0	Items	0.00
Interest Earned	1	Item	36.04
Ending Balance of Bank Statement:			269,998.82

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			269,998.82
Checks and Payments	14	Items	-5,561.75
Deposits and Other Credits	3	Items	20.01
Register Balance as of 12/30/2022:			264,457.08
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			264,457.08

Trial Balance

Fiscal Year: **2022** Month: **12**

Account	Group	Description	Type	Month 12 DB	Month 12 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset	616,263.36		1,416,968.12	
		Count: 1	Asset	616,263.36		1,416,968.12	
Totals:					616,263.36		1,416,968.12

Account	Group	Description	Type	Month 12 DB	Month 12 CR	YTD Debits	YTD Credits
21511	UNL	Social Security Taxes Payable	Liability		-14.26		-803.60
21512	UNL	U.S. Withholding Taxes Payable	Liability			370.26	
21514	UNL	Medicare Taxes Payable	Liability		-3.32	358.30	
24330	UNL	Dog License Fees	Liability		-125.00		-42.00
26101-01	UNL	Real Estate Taxes Collected	Liability		-632,594.03		-632,594.03
26101-02	UNL	Personal Property Taxes Collected	Liability		-199.96		-199.96
26101-05	UNL	Tax Collected MFL Open	Liability		-106.42		-106.42
26101-06	UNL	Tax Collected MFL Closed	Liability		-8,083.75		-8,083.75
		Count: 8	Liability		-641,126.74	728.56	-641,829.76
Totals:					-641,126.74		-641,101.20

Account	Group	Description	Type	Month 12 DB	Month 12 CR	YTD Debits	YTD Credits
34300	UNF	Unreserved and Undesignated Fund Balance	Capital				-547,536.32
		Count: 1	Capital				-547,536.32
Totals:							-547,536.32

Account	Group	Description	Type	Month 12 DB	Month 12 CR	YTD Debits	YTD Credits
41111	RAA	Town Prtn Property Taxes	Revenue				-185,443.57
41113	RAC	Delinquent P.P. Retained	Revenue				-1,410.49
41114	RAE	State Property Tax Cred IN & OUT	Revenue				-4,940.09
41116	RAG	Lottery Tax Collection	Revenue				-3,795.36
41150	RAU	Forest Cropland/Managed Forest Land Taxes	Revenue				-25,950.13
43410	RGN	State Shared Revenues	Revenue		-7,429.15		-41,710.77
43430	RGT	Other State Shared Taxes	Revenue				-49.43
43531	RHW	State Grant-Locl Trns Ai	Revenue				-112,880.96
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				-2,475.00
44111	RLG	Operator Licenses	Revenue		-50.00		-863.00
44900	RMU	Other Regulatory Permits and Fees	Revenue		-351.00		-2,228.21
44900-04	RMU	Boat Launch Annual permits	Revenue				-410.00
46435	RSG	Recycling (Usr Fees Only)	Revenue		-2,186.27		-2,204.27
48110	SBW	Interest Income	Revenue		-3,643.14		-4,777.69
48900	SEH	Other Misc.Revenues	Revenue		-4,169.61		-296,829.42
		Count: 17	Revenue		-17,829.17		-687,039.79
Totals:					-17,829.17		-687,039.79

Trial Balance

Fiscal Year: **2022** Month: **12**

Account	Group	Description	Type	Month 12 DB	Month 12 CR	YTD Debits	YTD Credits	
51110	DAE	Board Salaries/FICA	Expense	1,461.75		16,895.49		
51110-02	DAG	Board Expenses	Expense	270.00		2,131.16		
51110-10	DAE	Plan Commission Salaries/FICA	Expense	155.73		905.58		
51110-12	DAE	Plan Commission Expenses	Expense	65.37		479.55		
51110-15	DAE	Board & Commission Dues & Registrations	Expense			1,261.48		
51300	DAM	Legal	Expense			1,872.00		
51400	DAR	General Administration	Expense			363.68		
51400-01	DAS	legal ads	Expense			606.30		
51420	DAW	Clerk	Expense	1,250.43		15,643.10		
51420-02	DAZ	Clerk Expenses	Expense	225.39		3,098.24		
51420-04	DBE	Auditor	Expense			1,050.00		
51420-05	DBG	Computer Exp. & ETC.	Expense	445.94		1,348.24		
51430	DBK	Personnel	Expense			65.00		
51440	DBO	Election Wages	Expense			3,697.50		
51440-02	DBR	Election Expenses	Expense	385.60		3,450.46		
51520	DCL	Treasurer	Expense	625.90		7,430.07		
51520-02	DCO	Treasurer Expenses	Expense	201.54		2,365.42		
51530	DCS	Assessment of Property	Expense	691.63		8,300.00		
51610	DDO	Town Hall Maintenance	Expense			649.43		
51610-02	DDO	Town Hall Expenses	Expense			411.39		
51610-10	DDO	Town Hall Utilities	Expense	150.75		4,900.27		
51610-20	DDO	Town Hall Improvements	Expense	8,393.40		54,711.40		
51910	DDW	Illegal Taxes, Tax Refunds, Uncollectible Taxes	Expense		-160.00		-185.00	
51938	DEN	Other Insurance	Expense	60.00		4,130.00		
52200	DFK	Fire Protection	Expense			48,437.43		
52200-01	DFK	FIRE HALL PAYMENT	Expense	11,625.58		94,690.17		
52900	DII	Other Public Safety	Expense			2,000.00		
53311-01	DJA	sanding/snow removal	Expense	8,933.75		42,015.95		
53311-02	DJA	grading	Expense	1,567.50		7,295.00		
53311-03	DJA	Brush/mow/tree maint	Expense	1,260.00		7,634.50		
53311-05	DJA	Chip/Crackseal/Patch	Expense			14,879.78		
53311-06	DJA	Ditch repair	Expense			3,600.00		
53311-07	DJA	signs	Expense			581.59		
53311-08	DJA	culverts	Expense			2,501.46		
53311-09	DJA	Salt/Sand	Expense			6,476.63		
53311-10	DJA	striping	Expense	4,827.16		4,827.16		
53311-40	DJA	Black Topping	Expense			63,425.99		
53311-50	DJA	Gravel/load/haul/spread	Expense			18,022.66		
53635	DOI	Recycling	Expense			3,971.57		
55400	DSA	Recreation Facilities	Expense	238.00		1,321.48		
55400-10	DSA	Boat Landings maint	Expense	17.13		1,447.06		
Count:			41	Expense	42,852.55	-160.00	458,894.19	-185.00
Totals:					42,692.55		458,709.19	

Municipality: **Town of Long Lake**
 Fiscal Year: **2023**

Report Date: **1/06/2023**
 Report Time: **12:26 PM**

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

Trial Balance

Fiscal Year: **2022** Month: **12**

Report **61**
 Page **3**

Report 61 Totals:

Count:	68
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Totals:	659,115.91	-659,115.91	1,876,590.87	-1,876,590.87
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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:	616,263.36	1,416,968.12	'2' Liabilities:	-641,126.74	-641,101.20
'5' Expenses:	42,692.55	458,709.19	'3' Capital:		-547,536.32
Assets + Expenses:	658,955.91	1,875,677.31	'4' Revenues:	-17,829.17	-687,039.79
			Liab + Cap + Rev:	-658,955.91	-1,875,677.31

**TOWN OF LONG LAKE
BOARD MEETING MINUTES**

December 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. Treasurer, Brenda Drousseau was absent. The Pledge of Allegiance was recited. Verification of notices was confirmed by the Clerk.

Approval of Minutes: Motion by Tinker and seconded by Whitehead to approve the minutes from October 19, 2022, Special Board Meeting and November 15, 2022, regular Board Meeting. Motion carried.

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

Set Date, Time, and Place for Hearing on Revocation of Liquor License of Wurzer's Sunset Resort, LLC, Steve Wurzer, R/A: Motion by Whitehead and seconded Tinker to set the date of January 5, 2023, at 6 pm for the Hearing on Revocation of Liquor License of Wurzer's Sunset Resort, LLC, Steve Wurzer, R/A, at the Town Hall. Motion carried.

Discussion/Action on Whether to Proceed Legal Remedies to Retrieve Town Records: No action taken at this time.

Discussion/Action on Plowing to Improve Snowmobile Trails: The board had a discussion with Long Lake Chamber representative, Jimmy Kleven. Motion by Whitehead and seconded Lubensky to reestablish the snowmobile trail along the ditch of Long Lake Ave and Laundromat Rd. for one season, and to reevaluate after the season how well this plan worked. Motion carried.

Recycle Center 2023 Attendant Extra Hours Agreement: Motion by Lubensky and seconded by Tinker to extend the 2023 Recycle center hours from 1pm to 3 pm, with the Town agreeing to pay the extra attendant hours at the rate of \$11 an hour. Motion carried.

Approval of the Payment Plan for BFCESD Building: Motion by Tinker and seconded by Lubensky to approve the monthly BFCESD building payment of \$11,625.58 to be paid in January. Motion carried.

Set Date and Time 2023 Town Caucus: Motion by Whitehead and seconded Lubensky to set the date of January 18, 2023, at 6 pm for the Town of Long Lake Caucus at the Town Hall. Motion carried.

Consider making a recommendation to Washburn Cty Hwy Dept to open Eastside Rd to Church Rd: Chairman Whitehead explained that the town has requested this road to be open to ATV's since 2013. Motion by Whitehead and seconded by Lubensky to make the recommendation again to the Washburn County Highway Dept. to open Cty Hwy D from Eastside Rd to Pioneer Rd and Church Rd. Motion carried.

Discuss/ Review road bushing with Ryan Ullom Excavating and possible additional contract

with Ryan Ullom Excavating: Discussion was had on the work done on Schnacky Road. Motion by Whitehead and seconded by Lubensky to move forward with Ryan Ullom Excavating to continue the brushing along County Line Rd, Morningside Rd and Laundromat Rd. to be reviewed again during the January Board Meeting. Motion carried.

Update on Town Hall Remodel: The new addition is fully enclosed, and siding is complete. Furnace will be moved the next week.

Reports of Town Officers:

Debbie: The County Board of Canvass was completed for the November 8, 2022 Election and our election inspectors got a perfect rating again. We are very lucky to have such dedicated elections inspectors. The WTA meeting is coming to Cable on March 31, 2023, and Cumberland April 1, 2023. Also, on October 1, 2022, I became a Wisconsin Certified Municipal Clerk, which meant I completed the three plus years of training, work history, and continuing education requirements.

Brenda: not present

Dan: none

Greg: none

James: The clerk and I have been attending the Washburn County Zoning and the Ad-hoc Campground meetings. It is frustrating how the committees drop agenda items such as the driveway permits instead of dealing with the existing problems. It would be helpful to get more people involved to help get these items addressed to help our Township. The county's lack of support in the Zoning department is really affecting our township, and we are paying them our taxes for this support, and we should be sure our town gets these services.

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 Tinker and second by Lubensky to pay vouchers #5935-5957, #1004 (ARRP) and the EFT. Motion carried.

Adjournment: On a motion from Whitehead and second by Tinker the meeting was adjourned at 7:51 p.m. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

DISASTER PROCLAMATION

WHEREAS, a disaster, namely the snowstorm that began December 14, 2022, has struck the Town of Long Lake; and

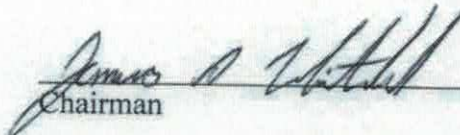
WHEREAS, because of such emergency conditions, the Town Board is unable to meet with promptness:

The clearing of roads for emergency services. Extra help was needed to remove trees from over 30+ miles of roads, which still need to be cleaned up as they were just moved out of the lane of traffic. Land lines and internet services were disrupted for days. Residents lost power for days. Also, even though roads are passable as of December 18th, 2022, many dangerous conditions still exist as trees are stressed by the weight of the snow which are hanging in the lanes of traffic on all town roads impeding traffic. Many are failing to the weight and need to be removed as they fall. This will be an ongoing clean up effort.

NOW THEREFORE, pursuant to State Statute 66.325 and State Statute 323, as Chief Elected Official of the Town of Long Lake, I do hereby proclaim a state of emergency in effect until further notice.

IN TESTIMONY WHEREOF I have hereunto set my hand and have caused the great seal of the Town of Long Lake to be affixed.

Done at the Town hall this 18 day of December 2022.


Chairman

Ratified by Resolution No. 2023-1 of the Town Board on the 10 day of January 2023 by a vote of _____ for, _____ against.