TOWN OF LONG LAKE, WASHBURN COUNTY MONTHLY BOARD MEETING

Tuesday, November 14, 2023, at 6:00 p.m.

Town Hall

N1584 County Highway MD, Sarona, WI

AGENDA

Call to Order by Bob Moullette, Chairman Pledge of Allegiance, Verification of Notices, Roll Call

- Approval of Minutes from October 10, 2023, Regular Board Meeting, October 25, 2023, Special Board Meeting A, and October 25, 2023, Special Board Meeting B.
- 2. Financial Report
- 3. Public Comment
- 4. Adopt 2024 Town Budget
- Consider/Approval Arnold Weegman request to rezone 16.32 acres in Tax ID 17769-39 acres, PT S1/2 SW FRL 1/4, in Section 31-37-11, Town of Long Lake, from Agricultural to Residential Agricultural. (publish dates 11/8 and 11/15)
- 6. Consider/Approval Agreement with Atlas Inspection Agency
- 7. Discuss/ Action Road Right of Way
- 8. Discuss/Action Alley Abandonment
- 9. Discuss/Action Lake Buoys
- 10. Discuss/Action Road Projects
- 11. Discuss/Set Date for Town Board Meetings
- 12. Public Comment on Agenda Items Only
- 13. Reports of Town Officers
 Debbie
 Brenda
 Jeff Terry
 Bob
- 14. Correspondence
- 15. Approve Vouchers for Payment
- 16. Adjournment

TOWN OF LONG LAKE BOARD MEETING MINUTES

October 10, 2023 Town Hall

The regular monthly Town Board meeting was called to order at 6:00 pm by Chairman Bob Moullette. Supervisor I, Jeff Bauer, and Supervisor II, Terry O'Brien, were present, along with Clerk Debbie Bouma and Treasurer Brenda Derousseau. The Pledge of Allegiance was recited. The Clerk confirmed the verification of notices.

Approval of Minutes: Motion by O'Brien and seconded by Bauer to approve the minutes from September 14, 2023, Regular Board Meeting, September 25, 2023, Special Board Meeting, and September 28, 2023, Special Board Meeting. Motion carried.

Approval of Financial Report: Motion by Bauer and seconded by O'Brien to accept the Treasurer's Financial Report as presented. Motion carried.

Public Comment: none

Consider/Approval Resolution 2023-3 Birchwood Four Corners Emergency Service District 2024
Assessment: Motion by Bauer and second by O'Brien to approve Resolution 2023-3 Birchwood Four Corners
Emergency Service District 2024 Assessment for fire protection in the amount of \$38,959.46. Motion carried.

Consider/Approval Leo Dunlavy request to rezone 3.23 acres in Tax 10#16711-3.23 acres, PT GOV LOT 2, in Section 07-37- 11, Town of Long Lake from Residential Recreation 2 to Commercial (publish dates 10/4 and 10/11): Motion by Bauer and second by Moullette to deny Leo Dunlavy request to rezone 3.23 acres in Tax 10#16711 from Residential Recreation 2 to Commercial. 2-Ayes 1-Nay. Motion carried.

Consider/Approval Joseph O'Rourke for conditional use application for location Tax IO#34705-18.00 acres, PT GOV LOT 2, in Section 22-37-11. (publish dates 10/4 and 10/11): Motion by Bauer and seconded by O'Brien to approve Joseph O'Rourke for conditional use application for location Tax IO#34705. Motion carried.

Consider making a recommendation to Washburn Cty Hwy Dept to open Cty. Hwy. D from Lapcinski Rd to Co. Hwy P (Long Lake portion), and Cty. Hwy. P to Audubon Rd. (Long Lake portion) to ATV/UTV use: Motion by Moullette and second by O'Brien to make a recommendation to Washburn Cty Hwy Dept to open Cty. Hwy. D from Lapcinski Rd to Co. Hwy P (Long Lake portion), and Cty. Hwy. P to Audubon Rd. (Long Lake portion) to ATV/UTV use. Motion carried.

Consider making a recommendation to Washburn Cty Hwy Dept to open Cty Hwy D from Eastside Rd to Pioneer Road open to ATV/UTV use: Motion by O'Brien and second by Bauer to make a recommendation to Washburn Cty Hwy Dept to open Cty Hwy D from Eastside Rd to Pioneer Road open to ATV/UTV use. Motion carried.

Discuss/Action Driveways Ordinance/Permits: After discussion, the Board determined to follow the existing ordinance, and O'Brien agreed to address concerns with property owners about the process.

Discussion Spectrum/Zoom Information: By consensus, this item is to be added to the discussion meeting as the Clerk provided example policies, and the Board needs to determine what needs to be in the policy for Long Lake to be able to move forward with Zoom meetings. Bauer was going to investigate platforms where the town could access remote meetings for the town's monthly meetings.

Discussion Encroachment of Town Property by BMR Holdings LLC: Moullette reported that Jesse DeGross informed him that he had found and hired a company to complete the survey.

Discussion Lake Buoys: Moullette spoke of the project the LLPA is working on with the Lake Buoys. By consensus, the Board is not taking any action on this project.

Discuss/Action Building Inspectors: Discussion was had as contract renewals for the building inspectors are due in November. Motion by Bauer and seconded by O'Brien to renew only one Building Inspector, Jon Mattson, at the November meeting. 2-Ayes 1-Nay. Motion carried.

Discuss/Action Road Projects: The Board discussed ongoing road projects. Both culverts are placed on Audubon and Burma but need pavement yet. A meeting is being set up with the Scouts to discuss the roads around the camp.

Discuss/Set Date for Town Board Meetings & Budget Meetings for October: By consensus, a special meeting will be held on October 25, 2023, at 3 pm for the liquor license name change for the Landing on Long Lake. A special meeting for discussion only will follow at 3:15 on October 25, 2023, at Town Hall. The Board will review the budget for 2024 at that time.

Public Comment on Agenda Items Only: Diane Heinrich commented on how good the town hall walls looked and thanked Terry and Bob for their work. She also addressed a concern about Winselman Rd. James Whitehead thanked Terry for doing the driveway permits. James is also wondering what will happen when Dave (local Spectrum guy) leaves with remote meetings if the town is relying on him for help and input. James also questioned with the new reassessment, is the town going to be taxed for the camper and addition on town property? James also asked if the lake level committee met this summer as was planned last year and feels that more attention needs to be provided by the county and DNR as Long Lake is one of the largest in the county. Last, James hopes to see the increased levy limit of \$40,000 be used as planned to continue road improvements. Josh O'Rourke recommends that we set a time limit to settle the encroachment situation on town property, as this has been happening for over a year and a half now. Also, Josh expressed concerns about requiring people to take the proper permitting steps to obtain lake buoys, and the town needs to avoid liability issues. Rick Williams spoke to the Board about remembering the zoning training they attended this spring and the State's requirements for rezoning requests that need to be met, which were clearly not met by the Leo Dunlavy request. Virginia Sandridge thanked Terry and Jeff for ending the building inspector issues, as much time was wasted on this in the past few months.

Reports of Town Officers

Debbie – The Town Assessment letters are out; please read both pages and call the Assessor to schedule a phone or in-person appointment to discuss your concerns. Mosaic contractors tore the internet cable off the town hall building on September 7 and just left it. After many hours on hold and two days of working with repairmen, the internet is finally working again at town hall as of October 5.

Brenda - none

Jeff - none

Terry – Thank you to Bob for painting and Dennis Dirks for working with CenturyLink to repair the internet.
Bob – Anyone interested in becoming an Election inspector can reach out. Thank you to Terry for patching the walls at the town hall.

Correspondence: Correspondence was on the table for Board members to review and will be kept with the Clerk's meeting records. The Board pulled out the email about driveways, and O'Brien will contact the email's author.

Approve Vouchers for Payment: Motion by O'Brien and second by Bauer to pay vouchers #6148-6159 and the EFT. Motion carried.

Adjournment: On a motion from O'Brien and second by Bauer, the meeting was adjourned at 7:35 pm. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

TOWN OF LONG LAKE SPECIAL BOARD MEETING MINUTES

October 25, 2023

Town Hall

The Special Town Board meeting was called to order at 3:00 p.m. by Chairman Bob Moullette. Supervisor I, Jeff Bauer, and Supervisor II, Terry O'Brien, were present, along with Clerk Debbie Bouma. Treasurer Brenda Derousseau was absent. The Pledge of Allegiance was recited. The Clerk confirmed the verification of notices.

Consider/ Accept the rescinding of Class B Liquor and Beer: P & J Landing LLC, Tradename the Landing on Long Lake, located at N1262 Cty Hwy MD, Sarona, WI 54870:

Motion by O'Brien and seconded by Bauer to accept the rescinding of the Class B Liquor and Class B Beer from P & J Landing LLC as presented. Motion Carried.

Consider/ Approve Class B Liquor and Beer: Summers on Long, LLC, Summer Marsh - Agent; Tradename: Summers on Long, located at N1262 Cty Hwy MD, Sarona, WI 54870. Bar and outside deck, with consumption of beer and alcohol on the grounds of the property:

Motion by O'Brien and seconded by Moullette to approve the Class B Liquor and Class B Beer to Summers on Long LLC, Summer Marsh- Agent as presented with the understanding that the bar must comply with the Town's Business Continuation Ordinance 2019-2, and be open a minimum of 4 days a month to begin in November 2023. Motion Carried.

Adjournment: On a motion from O'Brien and seconded by Bauer, the meeting was adjourned at 3:18 p.m. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

TOWN OF LONG LAKE SPECIAL BOARD MEETING MINUTES

October 25, 2023 Town Hall

The Special Town Board meeting was called to order at 3:20 pm by Chairman Bob Moullette. Supervisor I, Jeff Bauer, and Supervisor II, Terry O'Brien, were present, along with Clerk Debbie Bouma. Treasurer Brenda Derousseau was absent. The Pledge of Allegiance was recited. The Clerk confirmed the verification of notices.

Discussion on Roads: A discussion was had on the Burma Road culvert, and it will be discussed again at next month's meeting to take action. In a review of the meeting with the Boy Scouts this morning, concerns were raised about insurance and liability issues. The Clerk will contact the Town's insurance and report back at the next meeting.

Discussion Alley Abandonment: Scott Nichols requested that the Town do an Alley Abandonment so that he could combine his parcels of land. After discussion, the Clerk is to investigate the procedure and whether the Town is the valid land owner or is it a utility right of way.

Discussion Road Right A Way: This item was tabled until the next meeting.

Discussion on Driveway Permits: Discussion was had about the email presented in correspondence at last month's meeting and what O'Brien found out about meeting with the writer of the email.

Discussion on Building Inspectors: Moullette discussed his concerns with the motion made at the last meeting on the elimination of two building inspectors and gong forward with one building inspector and his conversation with a person about it.

Discussion Spectrum/Zoom Information: Bauer shared the information he collected about checking into meeting platforms. He stated that most of them have a fee associated with hosting the meetings and that the current internet should be adequate. One free platform might be possible, and he would like to have a board do a test run at some time.

Discussion Election Workers: Moullette stated that we are still seeking election workers. Bouma explained the processes of training that each inspector must take to be certified to work an election and that this process needs to be renewed every two years to obtain certification.

Discussion on 2024 Budget review: The Board reviewed the work done at the Budget workshop and, by consensus, is ready to post for the meeting of Electors on November 14, 2023, at 5:30 pm.

Reports of Town Officers

Debbie – The Wisconsin Towns Association quarterly meeting is tonight at 7 pm in Shell Lake for all board members.

Brenda - absent

Jeff- none

Terry – he will be installing a light on the flag pole. He reminds the board to remember there are always two sides to all the stories they hear, and we need to listen to both sides as board members.

Bob-none

Adjournment: On a motion from O'Brien and seconded by Bauer, the meeting was adjourned at 4:39 pm. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

Town of Long Lake Financial Report

	October, 202				
Balance General Fund (Date)	October, 202	\$	286,256.57		
Deposit		\$	28,386.40		
Interest			24.35		
Transferred to Boat Permits		\$			
		\$	(450.00)		
Transferred To Dog Licenses		\$			
Total			314,217.32		
Expenses		\$	(30,259.79)		
Balance Regular Account (date	9)			\$	283,957.53
Investments	Money Market Account	\$	230,374.68		
	요즘 아이들은 경우 집에 가게 되었다면 하는 것이 없는데 그는데,		200,07 1.00		
	Interest	\$	-		
	Total			\$	230,374.68
	Recreation Project	\$	27,546.45		
	Interest	\$,,		
		Ψ			
	Total			\$	27,546.45
	Building & Equipment(\$Mark	\$	36,046.15		
	Service Charge(Refund)		3.00		
	Interest	\$			
		Φ	168.68		
	Total			\$	36,217.83
	Boat Launch Permits	\$	1,827.69		
	Trans From General Fund	\$	450.00		
		Ψ	430.00		
	Total			\$	2,277.69
	Dog License Fees	\$	650.00		
	Payment to Washburn Cty	\$	000.00		
	Transferred from General Fu		-		
		Φ			
	Total			\$	650.00
	Tax Account	\$	13.77		
		\$			
	Total	Ψ		•	40.77
	Total			\$	13.77
	Total Investments			\$	297,080.42
Summary			y .		
	General fund	\$	283,957.53		
	Investments	\$	297,080.42		
	Grand Total (date)			\$	581,037.95

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			293,005.97
Checks and Payments Deposits and Other Credits Service Charge Interest Earned	14 8 0 1	Items Items Items Item	-33,381.01 28,386.40 0.00 24.35
Ending Balance of Bank Statement:			288,035.71
YOUR RECORDS UNCLEARED TRANSACTIONS:			
Cleared Balance:			288,035.71
Checks and Payments Deposits and Other Credits	13 2	Items Items	-4,078.19 0.01
Register Balance as of 10/31/2023:			283,957.53
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			283,957.53

Uncleared Transaction Detail up to 10/31/2023

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Che	cks and F	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
7/13/2022	5834	Eric Anderson		General Gov.:Salary		-25.00
8/19/2022	5872	Herb Smith	#4338/annual	Levies-Coll.:Overpaym		-20.00
8/8/2023	EFT	United States Treasury		General Gov.:FICA		-30.00
9/15/2023	6131	Brenda Derousseau		General Gov.:Salary		-613.93
10/11/2023	6149	Brenda Derousseau		General Gov.:Salary		-619.82
10/11/2023	6158	Integrity Building Services	Cleaning	General Gov.:Town Pr		-148.00
Total Uncleare	d Checks	and Payments		13 Items		-4,078.19
Uncleared Dep	osits and	Other Credits				
12/13/2017	4111	Void				0.00
11/30/2018		Error	#3533			0.01
Total Uncleared	d Deposits	s and Other Credits		2 Items		0.01
Total Uncleared	d Transac	ations		15 Items		-4,078.18

Municipality: Town of Long Lake Fiscal Year: 2023

Sorted By: Selection:

Account Number Active Accounts Only

Trial Balance Fiscal Year: 2023 Month: 10

Report Date: 11/11/2023 Report Time: 8:26 AM

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Account	Group	Description	Туре	Month 10 DB	Month 10 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset		-1,677.36	581,037.95	·
		Count: 1	Asset		-1,677.36	581,037.95	
			Totals:		-1,677.36		581,037.98

Account	Group	Description	Туре	Month 10 DB	Month 10 CR	YTD Debits	YTD Credits
21511	UNL	Social Security Taxes Payable	Liability				-826.56
21512	UNL	U.S. Withholding Taxes Payable	Liability			443.24	
21514	UNL	Medicare Taxes Payable	Liability			363.64	
24330	UNL	Dog License Fees	Liability			163.00	
		Count: 4	Liability			969.88	-826.56
			Totals:				143.32

Account	Group	Description	Туре	Month 10 DB	Month 10 CR	YTD Debits	YTD Credits
34300	UNF	Unreserved and Undesignated Fund Balance	Capital				-769,866.92
		Count: 1	Capital				-769,866.92
			Totals:				-769,866.92

Account	Group	Description	Туре	Month 10 DB	Month 10 CR	YTD Debits	YTD Credits
41111	RAA	Town Prtn Property Taxes	Revenue				-230,602.10
41113	RAC	Delinquent P.P. Retained	Revenue		-148.13		-1,222.19
41114	RAE	State Property Tax Cred IN & OUT	Revenue				-5,903.23
41116	RAG	Lottery Tax Collection	Revenue				-4,171.48
41150	RAU	Forest Cropland/Managed Forest Land Taxes	Revenue				-22,195.34
43410	RGN	State Shared Revenues	Revenue				-1,311.03
43430	RGT	Other State Shared Taxes	Revenue				-49.43
43531	RHW	State Grant-Locl Trns Ai	Revenue		-25,371.52		-101,486.08
43620	RJG	In Lieu of Taxes on State Conservation Lands	Revenue				-70.55
43650	RJR	Forest Cropland/Managed Forest Land	Revenue				-1,038.50
44110	RLD	Liquor and Malt Beverage License	Revenue		-396.00		-3,182.00
44111	RLG	Operator Licenses	Revenue		-40.00		-80.00
44900	RMU	Other Regulatory Permits and Fees	Revenue		-450.00		-2,227.69
44900-04	RMU	Boat Launch Annual permits	Revenue				-330.00
46100	ROG	General Government	Revenue				-20,766.30
46310	RPW	Highway Maintenance and Construction	Revenue				-1.00
46435	RSG	Recycling (Usr Fees Only	Revenue				-52.00
48110	SBW	Interest Income	Revenue		-196.03		-11,985.89
48900	SEH	Other Misc.Revenues	Revenue				-3,300.32
		Count: 19	Revenue		-26,601.68		-409,975.13
		landa de la companya	Totals:		-26,601.68		-409,975.13

Account G	Group	Description	Туре	Month 10 DB	Month 10 CR	YTD Debits	YTD Credits

Municipality: Town of Long Lake Fiscal Year: 2023

Trial Pala

Report Date: 11/11/2023 Report Time: 8:26 AM

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Sorted By:	Account Number	I riai Balance	
Selection:	Active Accounts Only	Fiscal Year: 2023 Month: 10	

51110	DAE	Board Salaries/FICA	Expense	1,612.46		15,698.17	
51110-02	DAG	Board Expenses	Expense	1,012.40		2,025.31	
51110-10	DAE	Plan Commission Salaries/FICA	Expense			519.10	
51110-12	DAE	Plan Commission Expenses	Expense		1	42.05	
51110-15	DAE	Board & Commission Dues & Registrations	Expense				
51300	DAM	Legal	Expense			1,171.50	
51400	DAR	General Administration	Expense			3,729.00	
51400-01	DAS	legal ads		33.00		736.62	
51420	DAW	Clerk	Expense Expense	1,358.08		249.00	
51420-02	DAZ	Clerk Expenses		498.15		13,254.09	
51420-04	DBE	Auditor	Expense Expense	490.13	-	3,323.50	
51420-05	DBG	Computer Exp. & ETC.	•			1,100.00	
51430	DBK	Personnel	Expense			1,157.99	
51440	DBO		Expense			706.95	
51440-02	DBR	Election Wages	Expense			2,137.50	
51440-02	DCL	Election Expenses	Expense	0.47.40		2,150.95	
51520-02	DCO	Treasurer	Expense	647.43		6,437.71	
		Treasurer Expenses	Expense	64.41		911.13	
51530	DCS	Assessment of Property	Expense	700.00		7,000.00	
51530-02	DCV	Assessor Expenses	Expense	23,874.75		55,007.22	
51610	DDO	Town Hall Maintenance	Expense	148.00		401.50	
51610-02	DDO	Town Hall Expenses	Expense			2,526.77	
51610-10	DDO	Town Hall Utilities	Expense	149.99		2,999.73	
51610-20	DDO	Town Hall Improvements	Expense			46,674.00	
51910	DDW	Illegal Taxes, Tax Refunds, Uncollectible Taxes	Expense		-1,980.75		-2,046.7
51938	DEN	Other Insurance	Expense	787.00		5,058.00	
52200	DFK	Fire Protection	Expense			47,323.38	
52200-01	DFK	FIRE HALL PAYMENT	Expense			193,595.06	
53311-01	DJA	sanding/snow removal	Expense			75,142.50	
53311-02	DJA	grading	Expense			9,776.25	
53311-03	DJA	Brush/mow/tree maint	Expense			44,119.14	
53311-05	DJA	Chip/Crackseal/Patch	Expense			11,032.50	
53311-06	DJA	Ditch repair	Expense			1,090.00	
53311-07	DJA	signs	Expense			4,559.98	
53311-08	DJA	culverts	Expense	190.00		15,610.65	
53311-09	DJA	Salt/Sand	Expense			8,400.00	
53311-40	DJA	Black Topping	Expense			4,167.44	
53311-50	DJA	Gravel/load/haul/spread	Expense			660.00	
53311-90	DJA	Misc. Maintance	Expense			480.94	
53315	DJA	Hwy & St Construction Lo	Expense			2,831.22	
53635	DOI	Recycling	Expense	180.00		4,779.37	
55400	DSA	Recreation Facilities	Expense			624.00	
55400-10	DSA	Boat Landings maint	Expense	16.52		1,497.31	

Totals:

28,279.04

598,660.78

Municipality: Town of Long Lake Fiscal Year: 2023

Sorted By: Account Number
Selection: Active Accounts Only

Trial Balance Fiscal Year: 2023 Month: 10 Report Date: 11/11/2023

Report Time: 8:26 AM

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Report 61 Totals:

Count: 67

Totals:	30,259.79	-30,259.79	1,182,715.36	-1,182,715.36
Differences	:			0.00

Trial Balance Summary

	Month 10 Totals	YTD Totals		Month 10 Totals	YTD Totals
'1' Assets:	-1,677.36	581,037.95	'2' Liabilities:		143.32
'5' Expenses:	28,279.04	598,660.78	'3' Capital:		-769,866.92
			'4' Revenues:	-26,601.68	-409,975.13
Assets + Expenses:	26,601.68	1,179,698.73	Liab + Cap + Rev:	-26,601.68	-1,179,698.73

P O Box 506, 10 Fourth Ave. Shell Lake, WI 54871



(715) 468-4690 FAX (715) 468-4640

Washburn County Zoning Division

REZONING REQUEST

August 28, 2023

DEB BOUMA-CLERK W 3439 MORNINGSIDE RD SARONA WI 54870-9274

TO: MEMBERS OF THE LONG LAKE TOWN BOARD

Your Town Board decision is an integral part of the decision making process for the Washburn County Zoning Committee. The Committee would like your cooperation in stating your reasons or comments as to why this request should be either approved or denied. *This form, with proper signatures, shall constitute the official resolution as required by Stats. 59.69(5)(e) 3.

REZONING APPLICATION FOR: Arnold Weegman

passed by the Town Board on the date indicated.

REQUEST TO REZONE: to rezone 16.32 acres in Tax ID#17769-39.00 acres, PT S1/2 SW FRL1/4, in Section 31-37-11, from Agricultural to Residential Agriculture.

REASON: to separate their home and sell the business with 20 acres.

PUBLIC HEARING: November 28, 2023.

TOWN DECIS	ION (please	mark one	1):
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Deny Comments (attach additional pages if necessary):	
Chairman.	
Supervisor:	
Supervisor:	The best of the second
Date signed:	
*TOWN CLERK CERTIFICATION: I am the	keeper of the records for the TOWN of olution is an exact copy of, or the original resolution

Town Clerk: Date