

TOWN OF LONG LAKE, WASHBURN COUNTY

MONTHLY BOARD MEETING

Tuesday, December 10, 2024, 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

1. Approval of Minutes from November 12, 2024, Regular Board Meeting
2. Financial Report
3. Public Comment
4. Consider/Approval Indianhead Scout Camp, Inc to Rezone 2.0 acres in Tax ID#34130-21. 96 acres, zoned Forestry, Gov Lot 1 all in Section 12, Township 37, Range11W, Town of Long Lake, to rezone 3.3 to Residential Recreation 1 (publish dates 11/27 and 12/4, Public hearing 12/17/24)
5. Approve Recycle Center 2023 Attendant Extra Hours Agreement
6. Discuss/Action the Towns Attorney Upcoming Retirement
7. Discuss AGI Insurance presenting for the January meeting
8. Discuss/Action Uncleared Transactions
9. Discuss/Action Township Audit
10. Discuss/Update/Action Road Projects
11. Set the Date and Time for the 2025 Town Caucus
12. Public Comment on Agenda Items Only
13. Reports of Town Officers
 1. Debbie
 2. Brenda
 3. Jeff
 4. Terry
 5. Bob
14. Correspondence
15. Approve Vouchers for Payment
16. Adjournment

Posted 12.6.24

The Town requests any persons wishing to attend this meeting who, because of disability, requires special accommodations to contact the Town Clerk at (612) 308-0607, 24-hour prior to the meeting.

**TOWN OF LONG LAKE
BOARD MEETING MINUTES**

NOVEMBER 12, 2024

Town Hall

The regular monthly Town Board meeting was called to order at 6:15 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 from October 8, 2024, Regular Board Meeting: Motion by O'Brien and seconded by Moullette to approve the October 8, 2024, Regular Board Meeting minutes as presented. 3- Ayes. Motion carried.

Approval of Financial Report: Motion by Bauer and seconded by O'Brien to accept the Treasurer's Financial Report as presented. 3-Ayes. Motion carried.

Public Comment: Public Comments were held.

Adopt 2025 Town Budget: Motion by O'Brien and seconded by Bauer to Adopt the 2025 Town Budget as presented for \$463,292.04. 3-Ayes. Motion carried.

Discuss the Town Attorney's upcoming retirement: The Board discussed the issue and tabled it until the December meeting.

Discuss/Action Road Projects: Motion by O'Brien and seconded by Moullette to place two-speed limit signs on Pioneer Rd at the ends of town limits. 3- Ayes. Motion carried.

Public Comment on Agenda Items Only: Public comments on agenda items were held.

Reports of Town Officers

Debbie – The November General Election went well; we had an 89% turnout. One hundred five absentees, five overseas voters, and four reissued absentee ballots for errors cost the town an estimated \$184 postage. Nineteen people requested early in-person voting by appointment. 15 calls were made to the Wisconsin Elections Commission (WEC) to ensure voter eligibility because if you only vote once in 3-4 years, you may be removed by the WEC for inactivity. Thanks to Jesse from the Pioneer for bringing pizzas for the election workers.

Brenda – none

Jeff - I attended the Wisconsin Town Association with Bob and Debbie. I also toured North Burma Road with L &L about what needs to be done. We have had calls about trespassing at the Town Gravel Pit. I would also like to thank the Town's Election Workers for the November General Election. They did a great job, and it was a long day.

Terry – I would also like to thank the Town's Election Workers from the November General Election.

Bob – There is a BFCED meeting on Thursday this week.

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

Approve Vouchers for Payment: Motion by Bauer and second by O'Brien to pay vouchers # 6380-6400 and the EFT. 3- Ayes. Motion carried.

Adjournment: Motion from O'Brien and seconded by Bauer, the meeting was adjourned at 6:47 pm. 3-Ayes. Motion carried.

Respectfully submitted by
Debbie Bouma, Town Clerk

Monthly Financial Report

**Town of Long Lake
Financial Report**

November, 2024

Balance General Fund (Date)	\$	389,475.91	
Deposit	\$	41,951.57	
Interest	\$	1,564.91	
Transferred to Boat Permits	\$	(23.00)	
Transferred from Dog Licenses	\$	-	
Total	\$	432,969.39	
Expenses	\$	(31,737.74)	
Balance Regular Account (date)			\$ 401,231.65

Investments

Money Market Account	\$	243,909.28	
Birchwood 4 Corners	\$	19,094.83	
Interest	\$	-	
Total			\$ 263,004.11
Recreation Project	\$	31,482.91	
Transfer from Boat Launch	\$	-	
Interest	\$	-	
Total			\$ 31,482.91
Building & Equipment(\$Mark	\$	38,221.61	
Interest	\$	151.60	
Total			\$ 38,373.21
Boat Launch Permits	\$	2,500.18	
Trans from General Fund	\$	23.00	
Total			\$ 2,523.18
Dog License Fees	\$	655.00	
Payment to Washburn Cty	\$	-	
Transferred from General Fu	\$	-	
Total			\$ 655.00
Tax Account	\$	13.77	
Interest	\$	-	
Total			\$ 13.77
Total Investments			\$ 336,052.18

Summary

General fund	\$	401,231.65	
Investments	\$	336,052.18	
Grand Total (date)			\$ 737,283.83

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			397,574.20
Checks and Payments	23	Items	-26,487.20
Deposits and Other Credits	2	Items	41,951.57
Service Charge	0	Items	0.00
Interest Earned	1	Item	1,564.91
Ending Balance of Bank Statement:			414,603.48

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			414,603.48
Checks and Payments	17	Items	-13,371.84
Deposits and Other Credits	2	Items	0.01
Register Balance as of 11/30/2024:			401,231.65
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			401,231.65

Uncleared Transaction Detail up to 11/30/2024

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
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
2/14/2024	6235	Northwood Tech College		Intgovmntal:PILT Pay...		-1.34
2/14/2024	6236	Office depot Credit Plan		General Gov.:Office:Of...		-120.46
2/14/2024	6240	Washburn County Zoning	Nonmetallic Mining Permit	General Gov.:Town Pr...		-185.00
7/10/2024	6324	Terrence O'Brien		General Gov.:Salary		-495.77
11/13/2024	6383	Brenda Derousseau		General Gov.:Salary		-622.83
11/13/2024	6398	Town Of Oak Grove	30th Ave	Public Works:Roads:C...		-9,203.00
11/13/2024	6399	Wasburn County Treas		General Gov.:Misc.		-47.00
Total Uncleared Checks and Payments				17 Items		-13,371.84
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				19 Items		-13,371.83

Trial Balance

Account	Group	Description	Type	Month 11 DB	Month 11 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset	11,930.34		737,283.83	
Count: 1			Asset	11,930.34		737,283.83	
Totals:					11,930.34		737,283.83

Account	Group	Description	Type	Month 11 DB	Month 11 CR	YTD Debits	YTD Credits
21511	UNL	Social Security Taxes Payable	Liability				-830.28
21512	UNL	U.S. Withholding Taxes Payable	Liability			443.24	
21514	UNL	Medicare Taxes Payable	Liability			362.76	
24330	UNL	Dog License Fees	Liability			258.00	
Count: 4			Liability			1,064.00	-830.28
Totals:							233.72

Account	Group	Description	Type	Month 11 DB	Month 11 CR	YTD Debits	YTD Credits
34300	UNF	Unreserved and Undesignated Fund Balance	Capital				-581,413.02
Count: 1			Capital				-581,413.02
Totals:							-581,413.02

Account	Group	Description	Type	Month 11 DB	Month 11 CR	YTD Debits	YTD Credits
41111	RAA	Town Prtn Property Taxes	Revenue				-294,484.25
41113	RAC	Delinquent P.P. Retained	Revenue				-1,070.32
41114	RAE	State Property Tax Cred IN & OUT	Revenue				-7,138.44
41116	RAG	Lottery Tax Collection	Revenue				-4,890.76
43410	RGN	State Shared Revenues	Revenue		-41,928.57		-49,327.73
43430	RGT	Other State Shared Taxes	Revenue				-49.43
43531	RHW	State Grant-Locl Trns Ai	Revenue				-101,486.08
43620	RJG	In Lieu of Taxes on State Conservation Lands	Revenue				-71.04
43650	RJR	Forest Cropland/Managed Forest Land	Revenue				-1,047.50
44110	RLD	Liquor and Malt Beverage License	Revenue				-2,605.00
44111	RLG	Operator Licenses	Revenue				-305.00
44900	RMU	Other Regulatory Permits and Fees	Revenue		-23.00		-2,158.18
44900-04	RMU	Boat Launch Annual permits	Revenue				-391.00
46100	ROG	General Government	Revenue				-338.07
48110	SBW	Interest Income	Revenue		-1,716.51		-39,725.22
48900	SEH	Other Misc.Revenues	Revenue				-8,803.35
Count: 16			Revenue		-43,668.08		-513,891.37
Totals:					-43,668.08		-513,891.37

Account	Group	Description	Type	Month 11 DB	Month 11 CR	YTD Debits	YTD Credits
51110	DAE	Board Salaries/FICA	Expense	1,612.46		17,737.06	
51110-02	DAG	Board Expenses	Expense			731.22	
51110-12	DAE	Plan Commission Expenses	Expense			826.67	

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

Trial Balance

Fiscal Year: 2024 Month: 11

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51110-15	DAE	Board & Commission Dues & Registrations	Expense		537.65
51300	DAM	Legal	Expense		144.00
51400	DAR	General Administration	Expense	165.60	487.73
51400-01	DAS	legal ads	Expense		603.42
51420	DAW	Clerk	Expense	1,358.08	14,938.88
51420-02	DAZ	Clerk Expenses	Expense	356.57	3,756.94
51420-04	DBE	Auditor	Expense		1,150.00
51420-05	DBG	Computer Exp. & ETC.	Expense	22.90	1,133.32
51430	DBK	Personnel	Expense		991.04
51440	DBO	Election Wages	Expense	1,245.00	4,063.55
51440-02	DBR	Election Expenses	Expense	653.37	3,273.94
51520	DCL	Treasurer	Expense	647.43	7,121.73
51520-02	DCO	Treasurer Expenses	Expense	800.62	2,254.37
51530	DCS	Assessment of Property	Expense	708.33	7,791.67
51610	DDO	Town Hall Maintenance	Expense	37.00	357.20
51610-02	DDO	Town Hall Expenses	Expense		495.82
51610-10	DDO	Town Hall Utilities	Expense	232.81	3,172.46
51610-20	DDO	Town Hall Improvements	Expense		6,899.99
51910	DDW	Illegal Taxes, Tax Refunds, Uncollectible Taxes	Expense		4,998.95
51938	DEN	Other Insurance	Expense		4,595.00
52200	DFK	Fire Protection	Expense		46,097.90
52200-01	DFK	FIRE HALL PAYMENT	Expense		39,489.82
53311-01	DJA	sanding/snow removal	Expense		16,576.25
53311-02	DJA	grading	Expense	8,195.00	16,280.00
53311-03	DJA	Brush/mow/tree maint	Expense		18,150.00
53311-04	DJA	Contracted Services	Expense		22,171.64
53311-05	DJA	Chip/Crackseal/Patch	Expense	2,460.00	22,130.00
53311-07	DJA	signs	Expense		715.00
53311-08	DJA	culverts	Expense	175.00	2,012.50
53311-09	DJA	Salt/Sand	Expense		4,320.00
53311-30	DJA	gravel crushing	Expense		42,500.00
53311-40	DJA	Black Topping	Expense	9,203.00	9,203.00
53311-50	DJA	Gravel/load/haul/spread	Expense		21,502.50
53311-90	DJA	Misc. Maintance	Expense		1,050.00
53635	DOI	Recycling	Expense		2,309.00
55400-10	DSA	Boat Landings maint	Expense	3,864.57	5,216.62

Count: 39

Expense	31,737.74	357,786.84
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Totals:	31,737.74	357,786.84
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Municipality: Town of Long Lake
 Fiscal Year: 2024

Report Date: 12/06/2024
 Report Time: 1:31 PM

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

Trial Balance

Fiscal Year: 2024 Month: 11

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Report 61 Totals:

Count:	61
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Totals:	43,668.08	-43,668.08	1,096,134.67	-1,096,134.67
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Differences:				0.00
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Trial Balance Summary

	Month 11 Totals	YTD Totals		Month 11 Totals	YTD Totals
'1' Assets:	11,930.34	737,283.83	'2' Liabilities:		233.72
'5' Expenses:	31,737.74	357,786.84	'3' Capital:		-581,413.02
Assets + Expenses:	43,668.08	1,095,070.67	'4' Revenues:	-43,668.08	-513,891.37
			Liab + Cap + Rev:	-43,668.08	-1,095,070.67

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



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

Washburn County
Zoning Division

REZONING REQUEST

October 22, 2024

DEBRA 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: INDIANHEAD SCOUT CAMP, INC.

REQUEST TO REZONE: to rezone 2.0 acres in Tax ID#34130-21.96 acres, zoned Forestry, PT GOV LOT 2, and to rezone 1.3 acres in Tax ID#16944-51.38 acres, zoned Forestry, GOV LOT 1 all in Section 12, Township 37, Range 11W all in the Town of Long Lake, to rezone 3.3 acres to Residential Recreation 1,

REASON: to exchange land.

PUBLIC HEARING: December 17, 2024.

TOWN DECISION (please mark one):

- Approve
- Deny

Comments (attach additional pages if necessary):

Chairman: _____

Supervisor: _____

Supervisor: _____

Date signed: _____

*TOWN CLERK CERTIFICATION: I am the keeper of the records for the TOWN of _____, and I certify that this resolution is an exact copy of, or the original resolution passed by the Town Board on the date indicated.

Town Clerk: _____ Date _____

Application # _____

Washburn County Zoning Application for Rezoning

McCash Rec # 033101

PLEASE NOTE: You must contact your Town Clerk and attend your local Town meeting to present your proposed plans to the Town Board prior to the County Zoning Committee Public Hearing. Failure to do so could result in delay or denial of your request. The Zoning Committee will request input from the Town. **The Town will not schedule you for their meeting until they have received your paperwork from the Zoning Office. When you contact the Town, verify that your paperwork has been received.**

Date of application 9/27/24 Non-refundable Fee to: **Washburn County Zoning \$300.00**
Mail to: PO Box 506, Shell Lake WI 54871.

INDIANHEAD SCOUT CAMPS, INC.

Property owner V Phone # (612) 261-2455 or 952-212-4292

Address N1910 SCOUT ROAD, BIRCHWOOD, WI 54817

Property description: <u>PART GL1+PART GL2</u> Section <u>12</u> , Twsp. <u>37 R. 11</u>		NOTE: CERTIFIED SURVEY MAP TO BE DONE HERE
Town of <u>LONG LAKE</u>	Site Address: <u>VACANT LAND</u>	
Lot size <u>2 LOTS</u> <u>1.3 ac 2.0 ac</u>	Tax ID# <u>34130</u> <u>16944</u>	
Request change to <u>RRI</u>	Current zoning district <u>F</u> # of acres to be rezoned: <u>3.3 ac +/-</u>	

Present improvements: NONE

Proposed improvements: RESIDENTIAL

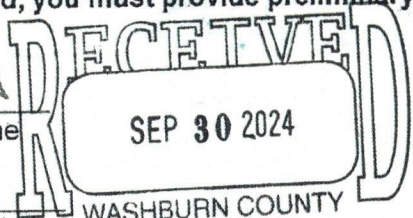
Characteristics of surrounding area: MIX OF RESIDENTIAL AND VACANT SHOORE-LAND

Reason for rezoning: TRADING 2 LOTS, PART OF A PURCHASE OF 250 ACRES, TO PROTECT 1 MILE OF SHORELINE FROM DEVELOPMENT.

Please Note: If you are dividing land, you must provide preliminary drawings showing proposed locations of lots.

BRIAN HALLORAN
(Applicant or representative print name)

Brian
(Applicant or representative signature)



WASHBURN COUNTY
ZONING ADMIN

9/27/24
Date signed

6202 BLOOMINGTON RD Email: tanahawk@NorthernStar.org
FT SNELLING, MN 55111 * bhalloran@NorthernStar.org

(Mailing address if different than above)

Dates published <u>11/27 + 12/4</u>	Office use	Hearing date <u>DEC 17th, 2024</u>
Co. board date <u>JAN. 21, 2025</u>		



The Railroad on Long L

Tax ID: 33717
N2050

Tax ID: 33716
N2050

291.16 ft

293.3 ft

293.3 ft

293.3 ft

Area: 2.04 acres
Distance: 918.76 ft

N2022

N2018

174.61 ft

208.21 ft

Area: 1.99 acres

Distance: 918.76 ft

206.78 ft

169.75 ft

GL 2

Tax ID: 34130

Tax ID: 16944

SCOUR RD





**AGREEMENT
BETWEEN THE
RECYCLING CONTROL COMMISSION
AND TOWN OF LONG LAKE**

WHEREAS, the Town of Long Lake has requested extended hours of service from the Recycling Control Commission as outlined in the Scope of Services.

NOW, THEREFORE BE IT RESOLVED that the Recycling Control Commission and the Town of Long Lake agree as follows:

This Agreement entered into on the ____ day of _____, 202_____, by the Recycling Control Commission, party of the first part, hereinafter referred to as the "RCC", and the Town of Long Lake, Wisconsin, party of the second part, hereinafter referred to as the "Town."

In consideration of mutual covenants and agreements hereinafter set forth, the parties hereto, legally intending to be bound hereby, do covenant and agree for themselves and their respective successors and assigns, as follows:

SCOPE OF SERVICES:

The RCC will operate the recycling site for an additional two hours (1:00pm – 3:00pm) per Saturday from April 5, 2025 through October 25, 2025.

COST:

The Town will pay the RCC \$11.00 per hour for the contracted extra hours. This agreement shall commence on April 5, 2025 and end on October 25, 2025.

IN WITNESS THEREOF, we the undersigned agree to the terms of this Agreement.

Wayne Wiberg
Recycling Control Commission

Bob Moullette, Chairman
Town of Long Lake

Witness

Witness

Date

Date