

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

Tuesday, April 9, 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 March 12, 2024, Regular Board Meeting
2. Financial Report
3. Public Comment
4. Set Date for Clean Up Days
5. Consider/Approval Rezoning Request for James Kleven to rezone 3.0 acres in Tax ID # 36478-22.69 acres, PT SE SE &PT GOV LOT 3 in Section 16-37-11, Residential Agricultural to Residential Recreational 2 (publish dates 4/3/24, 4/10/24, county hearing 5/21/24)
6. Consider/Action Appraisal of Town Hall Property for BMR Holdings LLC
7. Discuss/Action Building Inspector
8. Discuss/Action Road Projects
9. Public Comment on Agenda Items Only
10. Reports of Town Officers
 - Debbie
 - Brenda
 - Jeff
 - Terry
 - Bob
11. Correspondence
12. Approve Vouchers for Payment
13. Adjournment

**TOWN OF LONG LAKE
BOARD MEETING MINUTES**

March 12, 2024

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 of February 13, 2024, Regular Board Meeting as corrected and February 29, 2024, 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: Scott Frolik thanked the board member for attending the Washburn County Highway meeting to support the ATV trails. Joy Hoy explained the process to move forward with approving the ATV Trails is for the Highway Commission to approve it on Monday, March 18th at 8 am, and then it goes to the County Board for final approval. If it passes all those stages, it may open in May. Joe also reminded people to vote on April 2nd. Diane Allard spoke of her conversation with the Town's Assessor, Justin, about what will happen to property values if the gravel pit goes in; he told her that depending on where you live in relation to the pit, the town could see a loss of 10 to 30% in property value. Her other point is setting a precedent by allowing a gravel pit, as the town had already voted down one in the past.

Approve Independent Contractors Agreement with Mike Houser: Motion by Moullette and seconded by Bauer to accept the independent contractor's agreement with Mike Houser as presented for one year. Motion carried.

Equipment Lease Agreement Mike Houser: Motion by O'Brien and seconded by Bauer to accept the equipment lease agreement with Mike Houser as presented for one year. Motion carried.

Discuss/Action Building Inspector: Motion by O'Brien to approve and reinstate Atlas Inspections, making it retroactive to November 2023. The chairman asked for a second three times, the motion died. Motion by Moullette to approve Independent Inspections contract. The chairman asked for a second three times, the motion died. Public comment was allowed on the subject. The item was then tabled until the next meeting.

Discuss/Action Road Projects: Discussion on the ARIP proposal presented, and by consensus, the board feels this is not a worthy project to move forward on due to the estimated cost in the proposal. Bauer offered an update on the ongoing projects for Audubon Road and the gravel crushing. Bauer also suggested we set up a road tour soon. The discussion was had on brushing and mowing, and an estimate from Washburn County was provided, as was Ulloms at last month's meeting. Motion by O'Brien and seconded by Bauer to hire Ullom's for the budgeting amount of \$12,000 a year with doing the 13 ft mowing this year in July. Motion carried.

Public Comment on Agenda Items Only: Diane Heinrich asked for an explanation of the voting process at the annual meeting. Scott Frolik would like the chairman to explain information about choices for building inspectors. Scott Schiefelbein apologized for attending the meeting late. James Whitehead thanked Jeff for his work on the road projects, and he is thankful that the board is working again with Ullom as he is young and willing to work with the town to have a productive relationship for the betterment of the town. Scott Frolik is asking if Scott Schiefelbein is aware of the Town lawyer's concerns with his contract.

Reports of Town Officers

Debbie—The February election canvass was completed, and our town's inspectors received excellent comments from the County. The spring election is April 2, 2024. There are a couple of referendum questions for the state, for which I have an explanation sheet from the county available tonight and will also

have them at the election.

Brenda - Will meet with CCF bank about scams and fraud protection tomorrow.

Jeff – I spoke with Etta at DSPS to find out exactly what was being discussed about a permit being filed wrong for the Town of Long Lake, and the problem has been corrected. They are just waiting for the system to update from the problem.

Terry – Road ban permits have leveled off. To be transparent, I will meet with Milestone Materials/Mathy Construction and Scott Frolik, who asked me to meet with them.

Bob – I have been working on getting the appraiser lined up for BML holdings. A reminder that the Annual meeting of electors is April 16, 2024.

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 # 6250-6268 and the EFT, checks 6257 & 6258, were voided due to printer error. Motion carried.

Adjournment: On a motion from O'Brien and seconded by Bauer, the meeting was adjourned at 7:22 pm. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

Monthly Financial Report

**Town of Long Lake
Financial Report**

March, 2024

Balance General Fund (Date)	\$	210,727.73	
Deposit	\$	454.52	
Interest	\$	1,721.70	
Transferred from Tax Account	\$	186,461.58	
Transferred to Boat Permits	\$	-	
Transferred To Dog Licenses	\$	(255.00)	
Total	\$	399,110.53	
Expenses	\$	(6,319.45)	
Balance Regular Account (date)			\$ 392,791.08

Investments

Money Market Account	\$	233,463.03	
Birchwood 4 Corners	\$	19,094.83	
Interest	\$	3,391.89	
Total			\$ 255,949.75
Recreation Project	\$	30,232.44	
Transfer from Boat Launch	\$	-	
Interest	\$	406.03	
Total			\$ 30,638.47
Building & Equipment(\$Mark	\$	36,868.19	
Interest	\$	157.89	
Total			\$ 37,026.08
Boat Launch Permits	\$	-	
Trans to Reacreation Project	\$	-	
Total			\$ -
Dog License Fees	\$	540.00	
Payment to Washburn Cty	\$	-	
Transferred from General Fu	\$	255.00	
Total			\$ 795.00
Tax Account	\$	186,475.35	
Transfer General Fund	\$	(186,461.58)	
Total			\$ 13.77
Total Investments			\$ 324,423.07

Summary

General fund	\$	392,791.08	
Investments	\$	324,423.07	
Grand Total (date)			\$ 717,214.15

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			222,860.47
Checks and Payments	22	Items	-14,013.96
Deposits and Other Credits	4	Items	186,916.10
Service Charge	0	Items	0.00
Interest Earned	1	Item	1,721.70
Ending Balance of Bank Statement:			397,484.31

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			397,484.31
Checks and Payments	15	Items	-4,693.24
Deposits and Other Credits	2	Items	0.01
Register Balance as of 3/29/2024:			392,791.08
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			392,791.08

Uncleared Transaction Detail up to 3/29/2024

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	6234	Mike Houser		Public Works:Roads:C...		-1,435.00
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
3/13/2024	6268	Mike Houser		Public Works:Roads:C...		-255.00
Total Uncleared Checks and Payments				15 Items		-4,693.24
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				17 Items		-4,693.23

Trial Balance

Account	Group	Description	Type	Month 3 DB	Month 3 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset		-187.42	717,214.15	
Count: 1			Asset		-187.42	717,214.15	
Totals:					-187.42	717,214.15	

Account	Group	Description	Type	Month 3 DB	Month 3 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	
24310	UNL	County Apportionment of Taxes	Liability			524,097.77	
24330	UNL	Dog License Fees	Liability		-255.00	18.00	
24610	UNL	Rice Lake schools	Liability			1,210,119.54	
24611	UNL	Spooner Schools	Liability			255,361.60	
24630	UNL	Wi VTAE District	Liability			45,569.03	
26101	UNL	Taxes Collected	Liability				-4,096.49
26101-01	UNL	Real Estate Taxes Collected	Liability				-2,185,781.28
26101-02	UNL	Personal Property Taxes Collected	Liability				-2,466.99
26101-04	UNL	R.E. Tax Overpaid-To Refund	Liability				-3.61
26101-05	UNL	Tax Collected MFL Open	Liability				-127.72
26101-06	UNL	Tax Collected MFL Closed	Liability				-29,091.73
Count: 14			Liability		-255.00	2,035,971.94	-2,222,398.10
Totals:					-255.00		-186,426.16

Account	Group	Description	Type	Month 3 DB	Month 3 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 3 DB	Month 3 CR	YTD Debits	YTD Credits
41113	RAC	Delinquent P.P. Retained	Revenue		-184.52		-184.52
43531	RHW	State Grant-Local Trns Ai	Revenue				-25,371.52
43620	RJG	In Lieu of Taxes on State Conservation Lands	Revenue				-50.04
44900	RMU	Other Regulatory Permits and Fees	Revenue		-15.00	170.00	
48110	SBW	Interest Income	Revenue		-5,677.51		-17,302.01
48900	SEH	Other Misc.Revenues	Revenue				-612.00
Count: 6			Revenue		-5,877.03	170.00	-43,520.09
Totals:					-5,877.03		-43,350.09

Account	Group	Description	Type	Month 3 DB	Month 3 CR	YTD Debits	YTD Credits
51110	DAE	Board Salaries/FICA	Expense	1,612.46		4,837.38	
51110-02	DAG	Board Expenses	Expense			20.60	
51110-12	DAE	Plan Commission Expenses	Expense	11.39		22.78	

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



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

Washburn County
Zoning Division

REZONING REQUEST

February 13, 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: James Kleven

REQUEST TO REZONE: to rezone 3.00 acres in Tax ID#36478-22.69 acres, PT SE SE & PT GOV LOT 3, in Section 16-37-11, from Residential Agricultural to Residential Recreational 2.

REASON: to rezone a portion of property and sell to the south property owner that will add to his existing RR2 parcels.

PUBLIC HEARING: April 23, 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 _____

Washburn County Zoning Application for Rezoning

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 2/6/24 Non-refundable Fee to: **Washburn County Zoning \$300.00**
Mail to: **PO Box 506, Shell Lake WI 54871.**

Property owner James Kleven Phone # (715) ~~444~~ 651-0821
Address N1388 County Highway MD Sarona WI 54870

Property description SESAPIC02053, Section 16, Twsp. 3T R. 11W
Town of Long Lake Site Address N1397 County Road MD Sarona
Lot size 22.69 Tax ID# 36478 Current zoning district RES A6
Request change to RR2 # of acres to be rezoned: 3

Present improvements: None

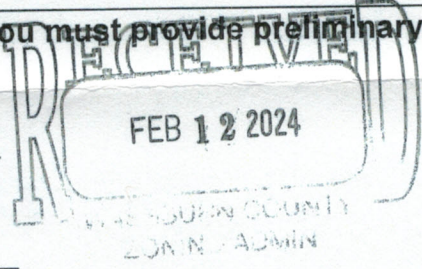
Proposed improvements: None

Characteristics of surrounding area: Field / Woods

Reason for rezoning: Selling and attach to existing RR2

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

James Kleven
(Applicant or representative print name)



[Signature]
(Applicant or representative signature)

2/6/24
Date signed

(Mailing address if different than above)

Dates published April 3rd / April 10th Office use
Co. board date May 21st, 2024 Hearing date April 23, 2024
Application amended 062221



DES. AG.

RZ
R2S AG
R2 AG
KRZ
RRZ

36478

SE-SE

376.07

350.00

O'BRIEN

17243

CSM 14-48

KLEVEN

36477

CSM 21-81

4

622.31

622.31

293.75

293.75

AKMARX TRUST

AKMARX TRUST

36475

CSM 21-81

2

36476

CSM 21-81

3

454.00

454.00

1155

GRAZIER JR

350.00

W 3730 LAUNDROMAT RD

W 3715 LAUNDROMAT RD

737.40

W 3750 LAUNDROMAT RD

W 3745 LAUNDROMAT RD

W 3715 LAUNDROMAT RD

2.25

2.25

33

OLUND

GOODMAN

268

Legend

1 inch = 178 feet

This map is for illustration purposes only and does NOT in any way represent a survey of property. Accuracy is limited by the quality of public data from which it is derived and is not implied or guaranteed. Washburn County assumes no responsibility for conclusions drawn by the user