

TOWN OF LONG LAKE, WASHBURN COUNTY
MONTHLY BOARD MEETING
Tuesday, June 11, 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 May 14, 2024, Regular Board Meeting.
2. Financial Report
3. Public Comment
4. Consider/Approval Fireworks Permit Application of Taylor West
5. Consider/Approval Martha Severson Request to Rezone 4.11 acres in Tax 10#34923-4.11 acres, zoned Residential, PT GOV LOT 5, in Section 23, Township 37, Range 11W, Town of Long Lake, to rezone 4.11 acres to Residential Recreation 2. (publish dates 6/5/24 & 6/12/24, Public hearing 6/25/24)
6. De Anna Westphal, Public Relations Manager for Mosaic, presents current fiber expansion project and the newly awarded grant area to be completed by November 2026
7. Bob and Diane Allard presentation concerning the gravel pit coming into the Town of Long Lake
8. Approve Liquor and Tobacco Licensing Renewals
9. Discuss/Action Road Projects
10. Public Comment on Agenda Items Only
11. Reports of Town Officers
 - Debbie
 - Brenda
 - Jeff
 - Terry
 - Bob
12. Correspondence
13. Approve Vouchers for Payment
14. Adjournment

**TOWN OF LONG LAKE
BOARD MEETING MINUTES**

May 14, 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 from April 9, 2024, Regular Board Meeting, May 2, 2024, Special Board Meeting, and March 19, 2024, Road Tour: Motion by Bauer and seconded by O'Brien to approve the minutes of March 19, 2024, Road Tour. Moullette abstained from the vote as he was absent for the Road Tour. Motion carried. Motion by O'Brien and seconded by Bauer to approve the minutes of April 9, 2024, Regular Board Meeting and May 2, 2024, Special Board Meeting. Motion carried.

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

Public Comment: none

Consider Fireworks Permit Application of Spielbauer Fireworks, Long Lake Chamber, for July 4, 2024: Motion by O'Brien and seconded by Bauer to approve the fireworks permit for Spielbauer Fireworks as presented for July 4, 2024. Motion carried.

Consider/Approval Variance for William Lee for a road setback request from the centerline to be 116 feet on County Highway D (normally 133 feet from the centerline) to build a 14 x 32 addition to North side of existing cabin at Record I0#16751-40.00 acres, SW SW, Section 08, Township 37, Range 11W, (publish dates 5/15/24 & 5/22/24, Public hearing 6/4/24): Motion by Moullette and seconded by O'Brien to approve the variance for Wallace (Washburn County used the wrong name on their form) Lee for a road setback request from the centerline to be 116 feet on County Highway D (normally 133 feet from the centerline) to build a 14 x 32 addition to North side of existing cabin at Record I0#16751-40.00 acres, SW SW, Section 08, Township 37, Range 11W. Motion carried.

Discuss/Action Building Inspector: Motion by O'Brien and seconded by Bauer to approve one building inspector for the Town of Long Lake as recommended by the meeting of electors and that that one building inspector be John Mattson, Atlas Inspection. Motion to amend by Bauer and seconded by O'Brien to make that contract extended to August 30, 2025. Amendment votes 2 Ayes, 1 Nay. Chairman presented his concerns. Motion votes 2 Ayes, 1 Nay. Motion carries.

Approve Appointments to the Planning Commission: The Clerk explained that Wis. Stat. § 62.23(1)(d) requires appointments to start and end in the month of April. Therefore, two appointments need to be filled. The expired terms are for one one-year member and the one-year alternate member. Motion by Moullette and seconded by O'Brien to appoint Rick Williams to the one-year term and Tom Holms to the one-year alternate members of the Long Lake Planning Commission. Motion carried.

Consider/Action Sale of Town Hall Property for BMR Holdings LLC: Motion by O'Brien and seconded by Bauer to approve the recommendation of the Meeting of Electors at the February 27, 2024, Meeting to sell the .19 acres of land to BLM Holding for the price of \$2745.00 with the owner to complete the certified survey and incur all closing and recording fees. Motion carried.

Discuss/Action Road Projects: The Clerk handed out a spreadsheet of current expenses and estimated future expenses for planned projects for the current budget. The Board discussed the current plans and future ideas. Work on Audubon Road will begin the first week of June, and the road will remain open but be down to one lane during the work process. Gravel will stay till the spring of 2025, and paving will be complete later in 2025.

a) **Town Gravel Pit Clean Up:** Motion by Moullette and seconded by O'Brien to approve cleanup of the Town Hall Gravel Pit by L & L Excavating not to exceed \$1000. Motion carried.

b) **Town of Madge input on Morningside Rd Gravel Project:** O'Brien spoke with the Town of Madge

Chairman, Mike Baker, and he is in favor of the gravel project and will pay for Madge's .29 mile of Morningside Road gravel with the Clerk to bill the Town of Madge upon completion of the project.

Discuss/Action on Recommendations from Annual Meeting of Electors:

- a) **Outstanding Checks:** The Clerk spoke with the auditor on a process to clear up these past uncashed checks, and he will collaborate with the Clerk and Treasurer to devise a method to clear it up without affecting the current budget or tax filing status. This will be an ongoing process.
- b) **Selling Town Property:** Motion by O'Brien and seconded by Bauer to follow the present set by the sale completed this year of interested parties approaching the Board, and that party would assume all costs associated with special meetings, title searches, certified surveys, closing cost, and recording cost. Motion carried.
- c) **Obtaining Legal Counsel to Oppose Frolik Gravel Pit:** Motion by O'Brien and seconded by Bauer to table this item at this time for future consideration. Motion carried.
- d) **2022 Annual Minutes:** The Clerk presented an email from Wisconsin Towns Association lawyer reaffirming that once minutes have been approved by the Town Board or the Meeting of Electors, it should be amended or changed as was suggested at the last Meeting of Electors. Motion by O'Brien and seconded by Moullette to place the approval of the 2022 Annual Meeting of Electors Minutes on the 2025 Annual Meeting of Electors agenda.

Public Comment on Agenda Items Only: James Whitehead stated he was glad to see an end to the building inspector and BML Holdings issue. He also said it would be in the town's best interest to consider small projects on Burma Road graveling to be sure the ditch repair and crowning are done correctly instead of placing gravel on it to continue to wash out with the rains, as more than just gravel is needed on the road. He also feels it is a good idea to look into logging on town property or a select cut. Lastly, he asked if the Board had followed its own Ordinance 2017-1, which requires a nonrefundable deposit to consider hearing a gravel pit. Joe Hoy wanted to inform electors and the Board of Dan Lubsenky's passing and arrangements. He also reminded people that the new ATV route is open and that they should use it responsibly to ensure it remains open. Joe also reminded people to be aware of and informed about the upcoming public meetings on the new jail for Washburn County and work on County Highway MD. Jesse Degross wanted to thank the current and past Board for all the work they put in to help BML Holding with the sale of the property.

Reports of Town Officers

Debbie - Attended the MTWA conference in Steven Point. Changes in laws to Alcohol and cigarettes licensing with Act 73 may have changes to our annual budget which needs to be watched and Ordinances by the board may be needed in the future. Flowers have been sent to Dan's service on behalf of the Town for his years of service.

Brenda - Met with CCF bank about scams and fraud protection.

Jeff - none

Terry - none

Bob - Stated he had attended WTA and two BFCES meetings. Reminder that the LLPA Annual Meeting is coming up on June 1, 20204.

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 O'Brien and second by Moullette to pay vouchers # 6292-6306 and the EFT. Motion carried.

Adjournment: On a motion from O'Brien and seconded by Bauer, the meeting was adjourned at 7:25 pm. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

Monthly Financial Report

**Town of Long Lake
Financial Report**

May, 2024

Balance General Fund (Date)	\$	374,362.35	
Deposit	\$	5,997.96	
Interest	\$	1,722.48	
Transferred to Boat Permits	\$	(826.20)	
Transferred from Dog Licenses	\$	255.00	
Total	\$	381,511.59	
Expenses	\$	(13,757.55)	
Balance Regular Account (date)			\$ 367,754.04

Investments

Money Market Account	\$	236,854.92	
Birchwood 4 Corners	\$	19,094.83	
Interest	\$	-	
Total			\$ 255,949.75
Recreation Project	\$	30,638.47	
Transfer from Boat Launch	\$	-	
Interest	\$	-	
Total			\$ 30,638.47
Building & Equipment(\$Mark	\$	37,201.28	
Interest	\$	170.11	
Total			\$ 37,371.39
Boat Launch Permits	\$	-	
Trans from General Fund	\$	826.20	
Total			\$ 826.20
Dog License Fees	\$	900.00	
Payment to Washburn Cty	\$	(255.00)	
Transferred from General Fu	\$	-	
Total			\$ 645.00
Tax Account	\$	13.77	
Interest	\$	-	
Total			\$ 13.77
Total Investments			\$ 325,444.58

Summary

General fund	\$	367,754.04	
Investments	\$	325,444.58	
Grand Total (date)			\$ 693,198.62

checking
6/4/2024

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			379,817.06
Checks and Payments	40	Items	-11,795.23
Deposits and Other Credits	32	Items	6,252.96
Service Charge	0	Items	0.00
Interest Earned	1	Item	1,722.48
Ending Balance of Bank Statement:			375,997.27

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			375,997.27
Checks and Payments	15	Items	-8,243.24
Deposits and Other Credits	2	Items	0.01
Register Balance as of 5/31/2024:			367,754.04
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			367,754.04

Trial Balance

Account	Group	Description	Type	Month 5 DB	Month 5 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset		-5,867.00	693,198.62	
Count: 1			Asset		-5,867.00	693,198.62	
			Totals:		-5,867.00		693,198.62

Account	Group	Description	Type	Month 5 DB	Month 5 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		168.00	
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		2,036,121.94	-2,222,398.10
			Totals:		255.00		-186,276.16

Account	Group	Description	Type	Month 5 DB	Month 5 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 5 DB	Month 5 CR	YTD Debits	YTD Credits
41113	RAC	Delinquent P.P. Retained	Revenue		-84.35		-496.90
41116	RAG	Lottery Tax Collection	Revenue		-4,890.76		-4,890.76
43430	RGT	Other State Shared Taxes	Revenue		-28.65		-28.65
43531	RHW	State Grant-Locl Trns Ai	Revenue				-50,743.04
43620	RJG	In Lieu of Taxes on State Conservation Lands	Revenue		-21.00		-71.04
44111	RLG	Operator Licenses	Revenue		-20.00		-40.00
44900	RMU	Other Regulatory Permits and Fees	Revenue		-586.20		-416.20
44900-04	RMU	Boat Launch Annual permits	Revenue		-321.00		-321.00
46100	ROG	General Government	Revenue				-153.07
48110	SBW	Interest Income	Revenue		-1,892.59		-21,188.10
48900	SEH	Other Misc.Revenues	Revenue				-660.67
Count: 11			Revenue		-7,844.55		-79,009.43
			Totals:		-7,844.55		-79,009.43

Municipality: Town of Long Lake
 Fiscal Year: 2024

Report Date: 6/07/2024
 Report Time: 2:35 PM

Sorted By: Account Number
 Selection: Active Accounts Only

Trial Balance

Fiscal Year: 2024 Month: 5

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Account	Group	Description	Type	Month 5 DB	Month 5 CR	YTD Debits	YTD Credits	
51110	DAE	Board Salaries/FICA	Expense	1,612.46		8,062.30		
51110-02	DAG	Board Expenses	Expense	22.04		42.64		
51110-12	DAE	Plan Commission Expenses	Expense	11.39		803.89		
51110-15	DAE	Board & Commission Dues & Registrations	Expense			65.00		
51300	DAM	Legal	Expense			144.00		
51400	DAR	General Administration	Expense	7.27		322.13		
51400-01	DAS	legal ads	Expense			390.42		
51420	DAW	Clerk	Expense	1,358.08		6,790.40		
51420-02	DAZ	Clerk Expenses	Expense	795.28		1,753.96		
51420-04	DBE	Auditor	Expense	1,150.00		1,150.00		
51420-05	DBG	Computer Exp. & ETC.	Expense	23.08		841.32		
51430	DBK	Personnel	Expense			75.09		
51440	DBO	Election Wages	Expense			1,881.05		
51440-02	DBR	Election Expenses	Expense			1,602.82		
51520	DCL	Treasurer	Expense	647.43		3,237.15		
51520-02	DCO	Treasurer Expenses	Expense	78.57		506.81		
51530	DCS	Assessment of Property	Expense	708.33		3,541.69		
51610	DDO	Town Hall Maintenance	Expense	61.20		209.20		
51610-02	DDO	Town Hall Expenses	Expense			210.27		
51610-10	DDO	Town Hall Utilities	Expense	246.83		1,263.65		
51910	DDW	Illegal Taxes, Tax Refunds, Uncollectible Taxes	Expense		-46.00		-194.00	
51938	DEN	Other Insurance	Expense			4,595.00		
52200	DFK	Fire Protection	Expense			38,959.46		
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	2,475.00		2,475.00		
53311-03	DJA	Brush/mow/tree maint	Expense	75.00		4,905.00		
53311-05	DJA	Chip/Crackseal/Patch	Expense	2,200.00		2,410.00		
53311-07	DJA	signs	Expense	305.00		655.00		
53311-08	DJA	culverts	Expense	635.00		1,352.50		
53311-09	DJA	Salt/Sand	Expense			4,320.00		
53311-50	DJA	Gravel/load/haul/spread	Expense			2,805.00		
53311-90	DJA	Misc. Maintance	Expense			420.00		
53635	DOI	Recycling	Expense	150.00		832.00		
55400-10	DSA	Boat Landings maint	Expense	940.59		1,005.17		
Count:			35	Expense	13,502.55	-46.00	153,693.99	-194.00
Totals:					13,456.55		153,499.99	

Trial Balance

Fiscal Year: 2024 Month: 5

Report 61 Totals:

Count:	62
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Totals:	13,757.55	-13,757.55	2,883,014.55	-2,883,014.55
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Differences:				0.00
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Trial Balance Summary

	Month 5 Totals	YTD Totals		Month 5 Totals	YTD Totals
'1' Assets:	-5,867.00	693,198.62	'2' Liabilities:	255.00	-186,276.16
'5' Expenses:	13,456.55	153,499.99	'3' Capital:		-581,413.02
			'4' Revenues:	-7,844.55	-79,009.43
Assets + Expenses:	7,589.55	846,698.61	Liab + Cap + Rev:	-7,589.55	-846,698.61

Town of Long Lake

Fireworks Permit

Wisconsin statute 167.10 prohibits the use or possession of fireworks, as defined under 167.10 (1), without a user permit issued by the mayor of a city, president of a village or chairperson of a town in which the possession or use is to occur. Permits can only be issued to one of the following: A public authority, A fair association, An amusement park, A park board, A civic organization, Any individual or group of individuals, and farmers for the protection of crops from predatory birds or animals. NOTE: Permits cannot be issued to a minor; they must be 18 years of age, under 167.10 (3)(c) & (h).

This fireworks permit is issued to:

(Print the name and address of the public authority, fair association, amusement park, park board, civic organization, individual or group of individuals or farmer)

Name: Taylor West

Address: 2119 20¹/₄ Ave Rice Lake WI 54868

Phone Number 715-296-0062 Contact Name: Taylor West

Date on or after which fireworks may be purchased: _____

(Fireworks cannot be purchased or used prior to the issuing of this permit. Fireworks can be purchased anywhere in this state and the possession of the fireworks is allowed under this permit while the permit holder is transporting the permitted fireworks to the city, town or village where the possession and use is authorized by this permit. However, the permit holder must take the most reasonable direct route between the location of purchase and the location of the permitted use of fireworks indicated on this permit. Remaining in a non-permitted city, village or town for more than 12 hours means you are no longer "transporting" the permitted fireworks.)

The kind and quantity of fireworks, which may be purchased and used: _____

Attached list

(Attach list of fireworks or use the back of this form if needed)

Date and time authorized for the use of the permitted fireworks:

7/5/24

Location(address) of the use of the permitted fireworks: On island north of Sandbar (map provided)

Special conditions: The permit holder is required to verify fire conditions (Burning Restrictions) prior to detonation by contacting the Wisconsin Dept. of Natural Resources at 1-888-947-2876 code 66 or via their website at dnr.wi.gov/forestry/fire and click on "View Burning Permit Restrictions".

The permit holder is required to send a copy of this permit to the Washburn County Sheriff's Office and the local Fire District/Department at least 2 days prior to the date of authorized use of the listed fireworks. The undersigned authorized person by their signature understands that any violations of this permit or the regulations set by state statute can result in the confiscation of fireworks and the issuing of citation(s) that include a forfeiture not to exceed \$1000. Further, should the use of fireworks of any kind start a forest fire, the responsible party will be liable for the fire suppression costs and may be issued a citation.

The city, village or town requires an indemnity bond with sufficient sureties or policy of liability insurance for the payment of all claims that may arise by reason of injury to person or property from the handling, use or discharge of fireworks under this permit. The Town of Long Lake, under WI Statutes 167.10(7m) is not held liable for any damages caused by fireworks that this permit was issued for.

Permit Holder Signature

Town of Long Lake Chairperson or Designee

Date _____

A copy of this permit shall be on file with the Town of Long Lake Clerk.

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



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

Washburn County
Zoning Division

REZONING REQUEST

March 04, 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: Martha Severson

REQUEST TO REZONE: to rezone 4.11 acres in Tax ID#34923-4.11 acres, zoned Residential, PT GOV LOT 5, in Section 23, Township 37, Range11W, Town of Long Lake, to rezone 4.11 acres to Residential Recreation 2.

REASON: to build a 2nd Dwelling.

PUBLIC HEARING: June 25, 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 4-1-24 Non-refundable Fee to: **Washburn County Zoning \$300.00**
Mail to: **PO Box 506, Shell Lake WI 54871.**

Property owner Martha Severson Phone # (608) 845 7048

Address 1300 Northwest Pkwy #319 New Brighton mn 55112

Property description PT Gov Lot 5, Section 23, Twp. 37 R. 11
Town of Longlake Site Address N1095 Eastside Rd
Lot size 4-11 Tax ID# 34923 Current zoning district Residential
Request change to 4-11 # of acres to be rezoned: Residential Recreation 2

Present improvements: Dwelling

Proposed improvements: future Garage & Dwelling

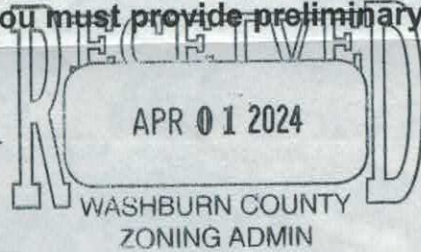
Characteristics of surrounding area: homes

Reason for rezoning: to be able to build a 2nd Dwelling

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

* MARTHA SEVERSON
(Applicant or representative print name)

[Signature]
(Applicant or representative signature)



4/1/24
Date signed

(Mailing address if different than above)

Dates published 6-5/6-12 Office use
Co. board date 7-16-2024 Hearing date June 25, 2024
Application amended 062221