

TOWN OF LONG LAKE, WASHBURN COUNTY
MONTHLY BOARD MEETING
Tuesday, August 6, 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 July 9, 2024, Regular Board Meeting.
2. Financial Report
3. Public Comment
4. Joe Hoy to invite the public to the Washburn Cty Hwy Meeting for CTH MD Wall which be Wednesday August 7th, 2024, at the Highway Facility Conference Room from 5:00 PM to 6:30 PM
5. Consider/Approval Hunt Hill's request for a Temporary Class "B"/ "Class B" License for Ladies Night Out, September 12, 2024.
6. Discuss/Action DNR, Ryan Spahn, request for Smokey the Bear Signage on Town Property.
7. Approve Clerk to Attend WMCA 2024 Conference 8/28/24 – 8/30/24 at Middleton Wisconsin.
8. Update on Sale of Town Property to Blue Moon LLC.
9. Discuss/Update/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**

July 9, 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 June 11, 2024, Regular Board Meeting, and June 27, 2024, Special Board

Meeting: Motion by O'Brien, and seconded by Bauer, to approve the minutes of the June 11, 2024, Regular Board Meeting and June 27, 2024, Special Board Meeting. Moullette abstained from the vote as he did not attend either meeting. Motion carried.

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

Public Comment: Tamra Schindler voiced her concerns about the voting at past meetings, arm count vs. paper ballots, regarding the building inspector. Chairman Mollette then agreed and voiced his concerns, too. John Long stated that James Whitehead did not volunteer to do the ride-along but that Terry O'Brien requested he do it at the last meeting. John Long read a text from a "concerned citizen" against the clerk. Diane Heinrich, we are very fortunate to have a clerk willing to stay updated and educated on the current events and changes affecting our town. I also feel it is up to each board member to take responsibility for reviewing all postings and staying updated on meetings they need to attend. I want to thank Ryan for all his hard work on the ditch mowing, as it looks great and must have been more complicated with the never-ending rain we have been having. Kathy Long asks whose reasonability it is to inform the board of a meeting. Chairman Mollette then agreed and voiced his concerns, too. He also stated that the clerk's budget is \$7000. Uncleared checks are no longer posted each month, and where is the process of this list needs to be shown. I am also disappointed about how the building inspector went and the disrespect of the Chairman during this process, and I thanked the Chairman for his service. Tom Dettle, regarding the land records on Morningside Rd., it might need DNR approval as it may be lake access. Robin O'Brien expressed her concern about why it is not the Chairman's reasonability to ask for the minutes from the meeting or the audio of the meeting when he does not attend it. Virginia Sandridge was excited to see the mini ambulance that the BFCES has in the parade and wondered why the Chairman had not mentioned it was purchased a while ago with a grant since he attends those meetings. Ron Whitish wants to know whose idea was to leave Audubon Road, and he is unhappy with what is done. Tom Dettle feels there is no right or wrong answer for the roads.

Discuss/Action Forest Management Proposal: Jeff Groeschl presented the forest management proposal for the Town Hall and Old Dump Tract properties. Motion Bauer and seconded by O'Brien to accept and retain the services of Groeschl Forestry Consulting Inc. as present in the contract dated June 24, 2024, to conduct the timber sale preparation and administration services to accomplish all recommended management. Motion carried.

Discuss/Action Surveillance Cameras at Boat Landings in Conjunction with the LLPA: After discussion, a motion by Moullette and seconded by O'Brien to allow the LLPA and Long Lake Chamber to own and maintain their surveillance cameras and incur the ongoing expenses for the upkeep at the Long Lake Landings with the Long Lake Township having no liability for the cameras. Motion carried.

Discuss/update/Action Road Projects: Ryan updated the board on the mowing project, which currently has one day left. Ryan also recommends beginning brushing in November for the 2025 year. Discussion was had on the gravel billing for Morningside; it was figured that Madge owns 31% of the road. Motion by Bauer and seconded by O'Brien to bill the Town Madge for their project share, which will be \$5,695.68. The clerk will send the bill to the Town of Madge. Discussion on where to begin the crack sealing was had.

Public Comment on Agenda Items Only: Pam Collins wants to express the need for repair in the gravel part of Burma Road. Ron Whitish is against brushing in November if there is no hard frost. Dennis West is wondering if we are looking into a double-chip seal.

Reports of Town Officers

Debbie – Clean-up days are coming up on August 10th, 2024. The Clerk's printer, which is more than seven years old as it was handed down when I began, is becoming unsupported by the software and will need to be replaced soon.

Brenda - Stated she would be unable to attend the August Board Meeting.

Jeff – He has cleaned up many trees that have fallen in the past storms on the road, and a few needed Mike to come with the bucket truck due to their size and safety issues.

Terry – He has also cleaned up many trees that have fallen in the past storms on the road. He also thanked Dennis West for helping set up the meeting with the forest management people, James Whitehead for volunteering and driving for the ditch mowing review with Ryan and himself, and a thank you to the Pioneer for allowing him to use the dumpster for the trash left at the boat landing.

Bob - If there is room, he was asked to place a sign for the LLPA in the kiosk. Also, the DNR wants to put a Smokey the Bear sign on town property.

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 # 6320-6335 and the EFT. Motion carried.

Adjournment: On a motion from O'Brien and seconded by Bauer, the meeting was adjourned at 8:09 pm. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

Monthly Financial Report

**Town of Long Lake
Financial Report**

July, 2024

Balance General Fund (Date)	\$	365,802.41	
Deposit	\$	40,493.80	
Interest	\$	1,676.74	
Transferred to Boat Permits	\$	(388.90)	
Transferred from Dog Licenses	\$	-	
Total	\$	407,584.05	
Expenses	\$	(84,023.84)	
Balance Regular Account (date)			\$ 323,560.21

Investments

Money Market Account	\$	240,292.71	
Birchwood 4 Corners	\$	19,094.83	
Interest	\$	-	
Total			\$ 259,387.54
Recreation Project	\$	31,049.99	
Transfer from Boat Launch	\$	-	
Interest	\$	-	
Total			\$ 31,049.99
Building & Equipment(\$Mark	\$	37,525.63	
Interest	\$	183.52	
Total			\$ 37,709.15
Boat Launch Permits	\$	1,230.20	
Trans from General Fund	\$	388.90	
Total			\$ 1,619.10
Dog License Fees	\$	645.00	
Payment to Washburn Cty	\$	-	
Transferred from General Fu	\$	-	
Total			\$ 645.00
Tax Account	\$	13.77	
Interest	\$	-	
Total			\$ 13.77
Total Investments			\$ 330,424.55

Summary

General fund	\$	323,560.21	
Investments	\$	330,424.55	
Grand Total (date)			\$ 653,984.76

checking
8/1/2024

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			371,250.59
Checks and Payments	22	Items	-86,141.92
Deposits and Other Credits	12	Items	40,493.80
Service Charge	0	Items	0.00
Interest Earned	1	Item	1,676.74
Ending Balance of Bank Statement:			327,279.21

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			327,279.21
Checks and Payments	16	Items	-3,719.01
Deposits and Other Credits	2	Items	0.01
Register Balance as of 7/31/2024:			323,560.21
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			323,560.21

checking
8/1/2024

Uncleared Transaction Detail up to 7/31/2024

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
6/10/2024	TXFR	Sharon Castren	#4654/annual	[Boat Launch Permit]		-20.00
7/10/2024	6324	Terrence O'Brien		General Gov.:Salary		-495.77
7/10/2024	6334	Wi Towns Association		General Gov.:Misc.:Du...		-200.00
Total Uncleared Checks and Payments				16 Items		-3,719.01
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				18 Items		-3,719.00

Trial Balance

Account	Group	Description	Type	Month 7 DB	Month 7 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset		-41,669.78	653,984.76	
		Count: 1	Asset		-41,669.78	653,984.76	
Totals:					-41,669.78		653,984.76

Account	Group	Description	Type	Month 7 DB	Month 7 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	100.00		268.00	
		Count: 4	Liability	100.00		1,074.00	-830.28
Totals:					100.00		243.72

Account	Group	Description	Type	Month 7 DB	Month 7 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 7 DB	Month 7 CR	YTD Debits	YTD Credits
41111	RAA	Town Prtn Property Taxes	Revenue				-186,419.88
41113	RAC	Delinquent P.P. Retained	Revenue				-1,070.32
41114	RAE	State Property Tax Cred IN & OUT	Revenue		-7,138.44		-7,138.44
41116	RAG	Lottery Tax Collection	Revenue				-4,890.76
43410	RGN	State Shared Revenues	Revenue		-7,399.16		-7,399.16
43430	RGT	Other State Shared Taxes	Revenue		-20.78		-49.43
43531	RHW	State Grant-Locl Trns Ai	Revenue		-25,371.52		-76,114.56
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				-2,595.00
44111	RLG	Operator Licenses	Revenue		-75.00		-115.00
44900	RMU	Other Regulatory Permits and Fees	Revenue		-468.90		-1,249.10
44900-04	RMU	Boat Launch Annual permits	Revenue		-20.00		-381.00
46100	ROG	General Government	Revenue				-338.07
48110	SBW	Interest Income	Revenue		-1,860.26		-28,569.98
48900	SEH	Other Misc.Revenues	Revenue				-3,160.67
		Count: 16	Revenue		-42,354.06		-320,609.91
Totals:					-42,354.06		-320,609.91

Account	Group	Description	Type	Month 7 DB	Month 7 CR	YTD Debits	YTD Credits
51110	DAE	Board Salaries/FICA	Expense	1,612.46		11,287.22	
51110-02	DAG	Board Expenses	Expense	96.48		383.66	
51110-12	DAE	Plan Commission Expenses	Expense			815.28	

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

Trial Balance

Fiscal Year: **2024** Month: **7**

Report **61**
 Page **2**

51110-15	DAE	Board & Commission Dues & Registrations	Expense	400.00	465.00	
51300	DAM	Legal	Expense		144.00	
51400	DAR	General Administration	Expense		322.13	
51400-01	DAS	legal ads	Expense	213.00	603.42	
51420	DAW	Clerk	Expense	1,358.08	9,506.56	
51420-02	DAZ	Clerk Expenses	Expense	132.43	2,004.19	
51420-04	DBE	Auditor	Expense		1,150.00	
51420-05	DBG	Computer Exp. & ETC.	Expense	46.32	1,087.33	
51430	DBK	Personnel	Expense		991.04	
51440	DBO	Election Wages	Expense		1,881.05	
51440-02	DBR	Election Expenses	Expense	322.38	1,925.20	
51520	DCL	Treasurer	Expense	647.43	4,532.01	
51520-02	DCO	Treasurer Expenses	Expense	67.42	1,252.49	
51530	DCS	Assessment of Property	Expense	708.33	4,958.35	
51610	DDO	Town Hall Maintenance	Expense		283.20	
51610-02	DDO	Town Hall Expenses	Expense		210.27	
51610-10	DDO	Town Hall Utilities	Expense	41.65	1,446.79	
51910	DDW	Illegal Taxes, Tax Refunds, Uncollectible Taxes	Expense			-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	
53311-03	DJA	Brush/mow/tree maint	Expense	10,750.00	15,655.00	
53311-04	DJA	Contracted Services	Expense	22,171.64	22,171.64	
53311-05	DJA	Chip/Crackseal/Patch	Expense	2,260.00	7,970.00	
53311-07	DJA	signs	Expense		655.00	
53311-08	DJA	culverts	Expense	410.00	1,837.50	
53311-09	DJA	Salt/Sand	Expense		4,320.00	
53311-30	DJA	gravel crushing	Expense	42,500.00	42,500.00	
53311-50	DJA	Gravel/load/haul/spread	Expense		2,805.00	
53311-90	DJA	Misc. Maintance	Expense		420.00	
53635	DOI	Recycling	Expense		1,102.00	
55400-10	DSA	Boat Landings maint	Expense	186.22	1,207.59	

Count: **37**

Expense	83,923.84	247,988.45	-194.00
---------	-----------	------------	---------

Totals:	83,923.84	247,794.45	
---------	-----------	------------	--

Report 61 Totals:

Count: **59**

Totals:	84,023.84	-84,023.84	903,047.21	-903,047.21
---------	-----------	------------	------------	-------------

Differences:				0.00
--------------	--	--	--	-------------

Trial Balance Summary

	Month 7 Totals	YTD Totals	Month 7 Totals	YTD Totals
'1' Assets:	-41,669.78	653,984.76	'2' Liabilities:	100.00
'5' Expenses:	83,923.84	247,794.45	'3' Capital:	-581,413.02
Assets + Expenses:	42,254.06	901,779.21	'4' Revenues:	-42,354.06
			Liab + Cap + Rev:	-42,254.06
				-901,779.21