

**TOWN OF LONG LAKE, WASHBURN COUNTY**  
**MONTHLY BOARD MEETING**  
Tuesday, September 17, 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 August 6, 2024, Regular Board Meeting and August 20, 2024, Special Board Meeting.
2. Financial Report
3. Public Comment
4. Consider/Approval Jeff Walters Request to Rezone 11 acres in Tax ID#17650, zoned Agricultural, PT NW SW, in Section 26, Township 37, Range 11W, Town of Long Lake, three lots in Residential Recreation 2. (publish dates 9/4/24 and 9/11/24, Public hearing 9/24/24)
5. Discuss/Action Town Hall Roof
6. Discuss/Set Date for Town Board Meetings & Budget Meetings for October and November.
7. Discuss/Update/Action on Sale of Town Property to BMR Holdings LLC
8. Discuss the Towns Attorney upcoming retirement
9. Discuss/Approve L&L Snowplowing Contract
10. Discuss/Update/Action Road Projects
11. Public Comment on Agenda Items Only
12. Reports of Town Officers
  - Debbie
  - Brenda
  - Jeff
  - Terry
  - Bob
13. Correspondence
14. Approve Vouchers for Payment
15. Adjournment

Posted 9/13/24

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**

**August 6, 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, Supervisor II, Terry O'Brien, and Clerk Debbie Bouma were present. Treasurer Brenda Derousseau was absent. The Pledge of Allegiance was recited. The Clerk confirmed the verification of notices.

**Approval of Minutes from July 9, 2024, Regular Board Meeting:** Motion by Bauer, and seconded by Moullette, to approve the minutes of the July 9, 2024, Regular Board Meeting with the public comment section removed at this time until the board can review it. Motion carried.

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

**Public Comment:** Scott Frolik understood that Lincolnwood could not have a tiki bar because the Clerk told Craig Wuzer so. Diane Heinrich, if it helps, I will withdraw my request to have the missing check reissued. Scott Frolik stated that the Landing had nothing to do with the Benjamin House. James Whitehead would like to point out that removing public comments from a piece of paper is one thing but removing them from the recording is another. For example, last month, my name was mentioned. I volunteered to take Ryan for mowing around March 12<sup>th</sup> while all board members were here, just as I did in June when just two of you were here. Debbie Bouma read a prepared statement in reply to June's meeting comments. She offered copies of the statement to the public and placed one in the town's minutes. Scott Frolik would like to bring up the ARPA project and the funding and stated how it was handled is BS. James Whitehead stated that we are all adults and hard workers and must start acting like that. James Whitehead would like to see some improvements at the recycling site for Gerald, as he has worked there for 25 years. Cathy Long was concerned about removing public comments and expressed what she thought was wrong. Andy Hagen expressed those statements from "concerned citizens" should not be read by a third party into public comment and that all the people who want to complain at each meeting should work on coming up with a solution. The Clerk points out that Officer's Manuel, given to each board member, states the rules of public comment and that the board is not to comment or discuss after the comments are made. Bob Allard expressed his concerns about what would happen if the Clerks quit. The Chairman replied to Mr. Allard that he didn't know what would happen if the clerk quit but thinking that no one is irreplaceable was incorrect.

**Joe Hoy invites the public to the Washburn Cty Hwy Meeting for CTH MD Wall, which will be held on Wednesday, August 7th, 2024, at the Highway Facility Conference Room from 5:00 PM to 6:30 PM:** County Supervisor Joe Hoy spoke about the upcoming meeting on August 7th to preview the plans for the County MD Wall and asked for town support at the meeting.

**Consider/Approval Hunt Hill's request for a Temporary Class "B"/ "Class B" License for Ladies Night Out, September 12, 2024:** Motion by O'Brien and seconded by Bauer to approve the Temporary Class "B"/ "Class B" License for Ladies Night Out, September 12, 2024, for Hunt Hill as presented. Motion carried.

**Discuss/Action DNR, Ryan Spahn, request for Smokey the Bear Signage on Town Property:** DNR agent Ryan Spahn presented the plans for placing a "Smokey the Bear" signage at Town Hall and showed examples of the signs. Motion by Moullette and seconded by O'Brien to allow the signage at Town Hall once Washburn County Zoning has been approved and the DNR files for the necessary sign permits. Motion carried.

**Approve Clerk to Attend WMCA 2024 Conference 8/28/24 - 8/30/24 at Middleton, Wisconsin:** Motion by O'Brien and seconded by Bauer to approve the Clerk to attend WMCA 2024 Conference 8/28/24 - 8/30/24 at Middleton, Wisconsin. Motion carried. Clerk Bouma presented the board with a letter she received stating that she had won a \$350 scholarship to apply to attend this conference.

**Update on the Sale of Town Property to BMR Holdings LLC:** Jesse DeGross stated that the land survey is completed and that his lawyer is working on the paperwork to complete the deed transfer, which should be completed in a few weeks.

**Discuss/update/Action Road Projects:** The Chairman introduced Larry Radzack from Scott's Construction, and he gave a brief presentation on chip sealing roads. The Chairman asked to have the Clerk post a Notice of a Quorum for 9:30 August 8th, 2024, with Larry Radzack from Scott's Construction. Discussion on the crack sealing project was had. Motion by Bauer and seconded by O'Brien to add \$5000 to the crack sealing budget for Mike to continue the project. Motion Carried

**Public Comment on Agenda Items Only:** James Whitehead, it was not posted that a speaker would be presenting under road projects; people were not informed and did not get a chance to attend. The chairman decided he would not allow any more public comment from James Whitehead. Scott Frolik felt we should listen to the guy who spoke about the roads as he has more experience. The Clerk pointed out that by WI State Statutes, you do not need to bid out projects if you use the county services, and she also handed out to the board a booklet from the UW of WI Extension Office called "PASER Sealcoat Manual."

#### **Reports of Town Officers**

**Debbie** - Elections are on August 13. There is a referendum question, and I will have an answer from the Wisconsin Election Commission to explain what it means if you vote yes or no. I will tape the answers up in the election booth to help. Clean-up days are August 10<sup>th</sup>.

**Brenda** - absent

**Jeff** - no report

**Terry** - no report

**Bob** - Has attended WTA and BFCES meeting

**Correspondence:** The correspondence was on the table for the Board members to review and will be kept with the Clerk's meeting records. Bauer asks to act on the Synergy coop pre-buy letter. Motion by O'Brien and seconded by Moullette to sign up for prebuy for \$1000 for propane for the coming winter season. Motion carried.

**Approve Vouchers for Payment:** Motion by Bauer, and second by O'Brien to pay vouchers # 6336-6347 and the EFT. Motion carried.

**Adjournment:** On a motion from O'Brien and seconded by Bauer, the meeting was adjourned at 7:55 pm. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

**TOWN OF LONG LAKE  
SPECIAL BOARD MEETING MINUTES**

**August 20, 2024**

**Town Hall**

The Special Town Board meeting was called to order at 5:00 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.

**Discuss/Update/Approve Roads Projects:** Discussion was had on the Church Road and Locken Road ditching. Motion by O'Brien and seconded by Bauer to approve the contract from L&L for \$7263.15 to ditch Church Road from Cty Hwy M to the church, where the farm field planted the ditch line, to improve the plowing for winter. Motion carried. Discussion was had on Scout Rd, and the Clerk is to verify in WAMS the exact length of the Towns part of Scout Roads. Motion by O'Brien and seconded by Bauer to spend up to \$10,000 estimated to add gravel from the town pit to the Scout Rd to the town line of ownership. Motion carried.

The discussion was to investigate adding gravel to Bruma (north) and discuss what can be done at the next meeting.

**Adjournment:** On a motion from O'Brien, seconded by Bauer, the meeting was adjourned at 6:01 p.m. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

# Trial Balance

Account	Group	Description	Type	Month 8 DB	Month 8 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset		-28,085.03	625,899.73	
Count: 1			Asset		-28,085.03	625,899.73	
			Totals:		-28,085.03		625,899.73

Account	Group	Description	Type	Month 8 DB	Month 8 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		-10.00	258.00	
Count: 4			Liability		-10.00	1,064.00	-830.28
			Totals:		-10.00		233.72

Account	Group	Description	Type	Month 8 DB	Month 8 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 8 DB	Month 8 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
41116	RAG	Lottery Tax Collection	Revenue				-4,890.76
43410	RGN	State Shared Revenues	Revenue				-7,399.16
43430	RGT	Other State Shared Taxes	Revenue				-49.43
43531	RHW	State Grant-Locl Trns Ai	Revenue				-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		-10.00		-2,605.00
44111	RLG	Operator Licenses	Revenue				-115.00
44900	RMU	Other Regulatory Permits and Fees	Revenue		-146.95		-1,396.05
44900-04	RMU	Boat Launch Annual permits	Revenue		-10.00		-391.00
46100	ROG	General Government	Revenue				-338.07
48110	SBW	Interest Income	Revenue		-1,548.72		-30,118.70
48900	SEH	Other Misc.Revenues	Revenue				-3,160.67
Count: 16			Revenue		-1,715.67		-322,325.58
			Totals:		-1,715.67		-322,325.58

Account	Group	Description	Type	Month 8 DB	Month 8 CR	YTD Debits	YTD Credits
51110	DAE	Board Salaries/FICA	Expense	1,612.46		12,899.68	
51110-02	DAG	Board Expenses	Expense			383.66	
51110-12	DAE	Plan Commission Expenses	Expense			815.28	

# Trial Balance

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

Fiscal Year: **2024** Month: **8**

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51110-15	DAE	Board & Commission Dues & Registrations	Expense		465.00	
51300	DAM	Legal	Expense		144.00	
51400	DAR	General Administration	Expense		322.13	
51400-01	DAS	legal ads	Expense		603.42	
51420	DAW	Clerk	Expense	1,358.08	10,864.64	
51420-02	DAZ	Clerk Expenses	Expense	95.56	2,099.75	
51420-04	DBE	Auditor	Expense		1,150.00	
51420-05	DBG	Computer Exp. & ETC.	Expense		1,087.33	
51430	DBK	Personnel	Expense		991.04	
51440	DBO	Election Wages	Expense		1,881.05	
51440-02	DBR	Election Expenses	Expense	143.28	2,068.48	
51520	DCL	Treasurer	Expense	647.43	5,179.44	
51520-02	DCO	Treasurer Expenses	Expense	75.13	1,327.62	
51530	DCS	Assessment of Property	Expense	708.33	5,666.68	
51610	DDO	Town Hall Maintenance	Expense		283.20	
51610-02	DDO	Town Hall Expenses	Expense		210.27	
51610-10	DDO	Town Hall Utilities	Expense	1,144.58	2,591.37	
51910	DDW	Illegal Taxes, Tax Refunds, Uncollectible Taxes	Expense			-194.00
51938	DEN	Other Insurance	Expense		4,595.00	
52200	DFK	Fire Protection	Expense	7,138.44	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	2,763.75	5,238.75	
53311-03	DJA	Brush/mow/tree maint	Expense	640.00	16,295.00	
53311-04	DJA	Contracted Services	Expense		22,171.64	
53311-05	DJA	Chip/Crackseal/Patch	Expense	2,580.00	10,550.00	
53311-07	DJA	signs	Expense	60.00	715.00	
53311-08	DJA	culverts	Expense		1,837.50	
53311-09	DJA	Salt/Sand	Expense		4,320.00	
53311-30	DJA	gravel crushing	Expense		42,500.00	
53311-50	DJA	Gravel/load/haul/spread	Expense	9,927.50	12,732.50	
53311-90	DJA	Misc. Maintance	Expense	630.00	1,050.00	
53635	DOI	Recycling	Expense	240.00	1,342.00	
55400-10	DSA	Boat Landings maint	Expense	46.16	1,253.75	

Count: 37

Expense	29,810.70	277,799.15	-194.00
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Totals:	29,810.70	277,605.15	
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Report 61 Totals:

Count: 59

Totals:	29,810.70	-29,810.70	904,762.88	-904,762.88
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Differences:			0.00
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### Trial Balance Summary

	Month 8 Totals	YTD Totals		Month 8 Totals	YTD Totals
'1' Assets:	-28,085.03	625,899.73	'2' Liabilities:	-10.00	233.72
'5' Expenses:	29,810.70	277,605.15	'3' Capital:		-581,413.02
Assets + Expenses:	1,725.67	903,504.88	'4' Revenues:	-1,715.67	-322,325.58
			Liab + Cap + Rev:	-1,725.67	-903,504.88

Monthly Financial Report

**Town of Long Lake  
Financial Report**

August, 2024

Balance General Fund (Date)	\$	323,560.21	
Deposit	\$	176.95	
Interest	\$	1,380.73	
Transferred to Boat Permits	\$	(156.95)	
Transferred from Dog Licenses	\$	(10.00)	
Total	\$	324,950.94	
Expenses	\$	(29,810.70)	
Balance Regular Account (date)			\$ 295,140.24

**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	\$	37,709.15	
Interest	\$	167.99	
Total			\$ 37,877.14
Boat Launch Permits	\$	1,619.10	
Trans from General Fund	\$	156.95	
Total			\$ 1,776.05
Dog License Fees	\$	645.00	
Payment to Washburn Cty	\$	-	
Transferred from General Fu	\$	10.00	
Total			\$ 655.00
Tax Account	\$	13.77	
Interest	\$	-	
Total			\$ 13.77
Total Investments			\$ 330,759.49

**Summary**

General fund	\$	295,140.24	
Investments	\$	330,759.49	
Grand Total (date)			\$ 625,899.73

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			327,259.21
Checks and Payments	15	Items	-28,347.11
Deposits and Other Credits	4	Items	176.95
Service Charge	0	Items	0.00
Interest Earned	1	Item	1,380.73
Ending Balance of Bank Statement:			300,469.78

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			300,469.78
Checks and Payments	17	Items	-5,329.55
Deposits and Other Credits	2	Items	0.01
Register Balance as of 8/30/2024:			295,140.24
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			295,140.24



checking  
9/4/2024

Uncleared Transaction Detail up to 8/30/2024

Date	Num	Payee	Memo	Category	Clr	Amount
<b>Uncleared Checks and Payments</b>						
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
7/10/2024	6334	Wi Towns Association		General Gov.:Misc.:Du...		-200.00
8/6/2024	6338	Brenda Derousseau		General Gov.:Salary		-630.54
8/10/2024	6348	Synergy Coop		General Gov.:Town Pr...		-1,000.00
<b>Total Uncleared Checks and Payments</b>				17 Items		<b>-5,329.55</b>
<b>Uncleared Deposits and Other Credits</b>						
12/13/2017	4111	Void				0.00
11/30/2018		Error	#3533			0.01
<b>Total Uncleared Deposits and Other Credits</b>				2 Items		<b>0.01</b>
<b>Total Uncleared Transactions</b>				19 Items		<b>-5,329.54</b>

The Town board of the Town of Long Lake hereby enters into an agreement with L & L Excavating, Inc, 2970 21<sup>st</sup> St Sarona, WI, 54870

A contract for grading and snow removal on Township roads, at the rate of \$140.00 per hour for plow truck with front plow, wing, and sander. Grader per hour at \$165.00 per hr.

Time figured as actual operating time unless specific roads were named and would have to skip around the township. In that case, the time figured would be from port to port.

L & L Excavating, Inc. agrees to patrol roads and remove snow when requested, at the above rate.

This agreement shall become effective when signed by all parties. To terminate this agreement, a 60-day advance notice shall be given by either party.

This agreement shall be in effect from 11/01/2024 thru 6/01/2026, unless otherwise agreed *by* both parties.

L & L Excavating

Town of Long Lake

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Supervisor I

\_\_\_\_\_  
Supervisor II

\_\_\_\_\_  
Assisted- Clerk

\_\_\_\_\_  
Date

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



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

Washburn County  
Zoning Division

**REZONING REQUEST**

June 27, 2024

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

TO: MEMBERS OF THE LONG LAKE 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: JEFF WALTERS**

**REQUEST TO REZONE:** to rezone 11.00 acres to Residential Recreation 2 in Tax ID#17650-36.83 acres zoned Agricultural, PT NW SW, in Section 26, Township 37, Range 11W.

**REASON:** to create 3 lots.

**PUBLIC HEARING:** September 24, 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 6-26-24 Non-refundable Fee to: **Washburn County Zoning \$300.00**  
Mail to: **PO Box 506, Shell Lake WI 54871.**

Property owner Jeff & Bonnie Waters Phone # (715) 296-2827

Address N333 County Highway M, Sarona WI 54870

Property description NW - SW, Section 26, Twsp. 37N R. 11 W

Town of Long Lake Site Address N650 County Highway M, Sarona WI 54870

Lot size 36.83 Tax ID# 17650 Current zoning district AG

Request change to RR-2 # of acres to be rezoned: 11.00 Acres

Present improvements: NONE

Proposed improvements: NONE

Characteristics of surrounding area: fields - homes - woods

Reason for rezoning: would like to make 3 lots + sell.

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

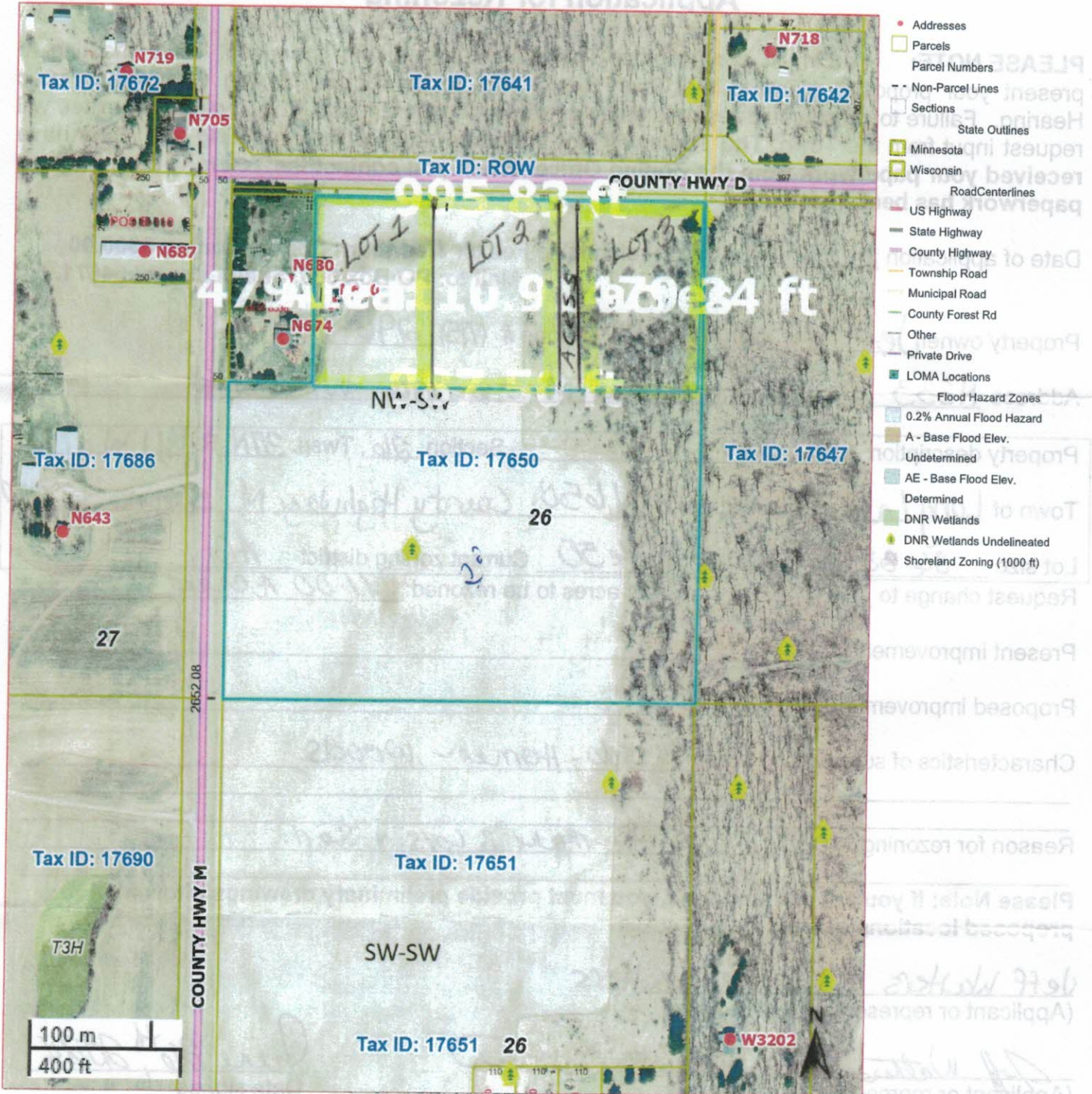
Jeff Waters & Bonnie Waters  
(Applicant or representative print name)

Jeff Waters Bonnie Waters  
(Applicant or representative signature)

June 26<sup>th</sup>, 2024  
Date signed

(Mailing address if different than above)

Dates published Sept 4<sup>th</sup> & Sept 11, 2024 Office use Hearing date September 24<sup>th</sup>, 2024  
Co. board date October 15, 2024



The Washburn County, WI Geographic Information Web Server provides online access to geographic and assessment record info currently maintained by Washburn County, WI for individual parcels of property. The maps and data are for illustration purposes and may not be suitable for site-specific decision making. Information found within should not be used for making financial or other commitments. The data contained herein is a matter of public record.

Date created: 6/13/2024  
 Last Data Uploaded: 6/13/2024 1:22:21 PM

Developed by  
 Schneider  
 GEOSPATIAL

(Mailing address if different than above)

Office use  
 Dates published: 6/13/2024  
 Co. post date: 6/13/2024  
 Application number: 082323