

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

Tuesday, November 11, 2025, at 6:00 p.m.

**Town Hall**

**N1584 County Highway MD, Sarona, WI**

AGENDA

Call to Order by Chairman, Terry O'Brien  
Pledge of Allegiance, Verification of Notices, Roll Call

1. Approval of the Minutes of October 14, 2025, Regular Board Meeting.
2. Financial Report
3. Public Comment (Each person may speak once and is limited to three minutes. Public input will not exceed one-half hour.)
4. Update from County Supervisor Joe Hoy
5. Adopt 2025 Town Budget
6. Discuss/Update/Action Road Projects
  - a) Update current road projects
  - b) Consider/Action on LRIP and Grant Paperwork for 2026/2027 Road Projects
  - c) Consider/Action Burma Rd (Cty D To Audubon Rd)
7. Reports of Town Officers
  - a) Debbie
  - b) Brenda
  - c) Joel
  - d) Diane
  - e) Terry
8. Correspondence
9. Approve Vouchers for Payment
10. Adjournment

Posted 11/7/25

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**

**October 14, 2025**

**Town Hall**

Chairman Terry O'Brien called the regular monthly Town Board meeting to order at 6:00 p.m. Supervisor I, Joel Faschingbauer, and Supervisor II, Diane Allard, were present, along with Clerk Debbie Bouma and Treasurer Brenda Drousseau. The Pledge of Allegiance was recited, and the Clerk confirmed the verification of notices.

**Approval of the Minutes of September 9, 2025, Regular Board Meeting, September 23, 2025, Special Board Meeting, and October 3, 2025, Special Board Meeting:** A motion by Allard, seconded by Faschingbauer, to approve the minutes from September 9, 2025, Regular Board Meeting, September 23, 2025, Special Board Meeting, and October 3, 2025, Special Board Meeting, as presented. 3- Ayes. Motion carried.

**Approval of Financial Report:** A motion by Allard, seconded by Faschingbauer, to accept the Treasurer's Financial Report as presented. 3-Ayes. Motion carried. Chairman O'Brien asked the Clerk to repeat the report about the US Treasury, as stated at the last meeting, to bring this discussion to a close. The Clerk said the IRS had finally sent a letter, dated two days after the previous meeting, regarding the outstanding EFT payment. The process that was followed unfolded exactly as our auditor eventually predicted it would. Clerk Bouma stated that, after numerous phone calls, we were advised to write a new check and submit Form 843, along with copies of all relevant documents, dated back to the incident date. Once the payment is received and processed, all late fees and penalties will be waived and returned to the Town.

**Public Comment:** Public Comments were held.

**Update from County Supervisor Joe Hoy:** Joe Hoy presented a 3-ring binder representing the proposed Washburn County budget. He explained the process and how the public should be involved, as it affects their taxes. He described the problems with Long Lake residents not receiving the "Focus" paper for seniors, and they were aware of the issue and were trying to correct it. In the meantime, copies of the paper are available at the senior centers and at the ADRC office. On October 24, 2025, at 10:00 AM, a public hearing will be held regarding the gravel pit reclamation plan in Shell Lake. The public is welcome to comment on it.

**Consider/Approve Resolution 2025-3 Resolution of the Town Board Proposing to Exceed Levy Limit:** Chairman O'Brien explained the need to increase the levy by \$80,000 to be used only for Road Maintenance. This money would allow the town to set a budget that would pave a mile, chip-seal a mile, and mill a mile for paving the following year. It won't immediately solve all the road problems, but it will create a way for the town to move forward and make progress, rather than just applying band-aids to the issues. If the electors approve this, it will only increase taxes by an additional 26 cents per \$ 1,000 in value. So, Chairman O'Brien stated that it would add about \$100 a year to his taxes, but it was worth it to improve our roads and make the township better. Motion from Faschingbauer, seconded by O'Brien, to approve Resolution 2025-3, Resolution of the Town Board Proposing to Exceed Levy Limit as presented. 3- Ayes. Motion carried.

**Consideration/Approve for Recommendation: Bobcat Lodging conditional use application for Tax ID # 36943-0, 0.40 acres, PT GOV LOT 1 Lot 2 in Section 14, Township 37, Range 11W, to turn this back into a resort and open the restaurant & bar:** Chairman O'Brien recapped the recommendation from the Planning Commission meeting to approve. A motion from Faschingbauer, seconded by Allard, to approve Bobcat Lodging's conditional use application for Tax ID # 36943-0, 0.40 acres, PT GOV LOT 1 Lot 2 in Section 14, Township 37, Range 11W, to turn this back into a resort and open the restaurant & bar as presented. 3- Ayes. Motion carried.

**Discuss/Update/Action Road Projects:**

- a) **Update current road projects:** The Middle part of Burma Rd is currently being brushed.
- b) **Consider/Approve 5-year Road Plan:** A motion by Allard, seconded by Fashingbauer, to approve the 5-Year Road Plan as presented, which, if the levy Limit increase is approved, would considerably improve all town roads in the 5-year plan. 3- Ayes. Motion carried.

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

**Debbie** – Currently working on the road grant for Church Road, which is due November 15<sup>th</sup>. Attended the Wisconsin Election Commission Training, which highlighted the increasing numbers of in-person and mail absentee voting. This will increase election expenses for the year 2026, with the possibility of four elections in the following year. They also stressed the increased mail time for return mail, as the Postmaster General was present to explain changes to the processes at the post office.

**Brenda** – Please review the tax insert information for updates, as it will be printed soon. We will also add the boat landing insert to the tax bills.

**Joel** – none

**Diane** – none

**Terry** – I left my Hat Tip List at home, but many good people are doing good things in our township.

**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:** A motion from Fashingbauer, seconded by Allard, to pay vouchers #6592-6607, the EFT, and check #6605, which was void due to a printer error. 3-Ayes. Motion carried.

**Adjournment:** Motion from Faschingbauer, seconded by O'Brien, was made to adjourn the meeting at 6:253 pm. 3-Ayes. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

Monthly Financial Report

**Town of Long Lake  
Financial Report**

October, 2025

Balance General Fund (Date)	\$	535,562.22	
Deposit	\$	26,066.92	
Interest	\$	1,940.30	
Transfer to Boat Permits	\$	(139.00)	
Total	\$	563,430.44	
Expenses	\$	(53,152.60)	
Balance Regular Account (date)			\$ 510,277.84

**Investments**

Money Market Account	\$	255,631.66	
Interest	\$	-	
Total			\$ 255,631.66
Recreation Project	\$	33,735.84	
Interest	\$	-	
Total			\$ 33,735.84
Building & Equipment(\$Mark	\$	32,140.35	
Interest	\$	119.02	
Total			\$ 32,259.37
Boat Launch Permits	\$	2,039.69	
Trans to General Fund	\$	139.00	
Total			\$ 2,178.69
Dog License Fees	\$	395.00	
Transferred from General Fu	\$	-	
Total			\$ 395.00
Tax Account	\$	13.77	
Interest	\$	-	
			\$ 13.77
Total Investments			\$ 324,214.33

**Summary**

General fund	\$	510,277.84	
Investments	\$	324,214.33	
Grand Total (date)			\$ 834,492.17

Uncleared Transaction Detail up to 10/31/2025

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
10/15/2025	6594	Brenda Derousseau		General Gov.:Salary		-691.81
Total Uncleared Checks and Payments				1 Item		-691.81
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits				0 Items		0.00
Total Uncleared Transactions				1 Item		-691.81

### Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			543,316.98
Checks and Payments	19	Items	-60,354.55
Deposits and Other Credits	6	Items	26,066.92
Service Charge	0	Items	0.00
Interest Earned	1	Item	1,940.30
Ending Balance of Bank Statement:			510,969.65

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			510,969.65
Checks and Payments	1	Item	-691.81
Deposits and Other Credits	0	Items	0.00
Register Balance as of 10/31/2025:			510,277.84
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			510,277.84

# Trial Balance

Fiscal Year: **2025** Month: **10**

Account	Group	Description	Type	Month 10 DB	Month 10 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset	107,264.53		834,492.17	
Count: 1			Asset	107,264.53		834,492.17	
Totals:					107,264.53		834,492.17

Account	Group	Description	Type	Month 10 DB	Month 10 CR	YTD Debits	YTD Credits
21511	UNL	Social Security Taxes Payable	Liability				-838.58
21512	UNL	U.S. Withholding Taxes Payable	Liability			1,309.02	
21514	UNL	Medicare Taxes Payable	Liability			330.66	
Count: 3			Liability			1,639.68	-838.58
Totals:							801.10

Account	Group	Description	Type	Month 10 DB	Month 10 CR	YTD Debits	YTD Credits
34300	UNF	Unreserved and Undesignated Fund Balance	Capital				-735,359.33
Count: 1			Capital				-735,359.33
Totals:							-735,359.33

Account	Group	Description	Type	Month 10 DB	Month 10 CR	YTD Debits	YTD Credits
41111	RAA	Town Prtn Property Taxes	Revenue		-109,021.91		-299,991.17
41116	RAG	Lottery Tax Collection	Revenue				-3,998.07
43410	RGN	State Shared Revenues	Revenue		-7,569.24		-7,569.24
43420	RGQ	State Fire Insurance	Revenue				-8,020.22
43430	RGT	Other State Shared Taxes	Revenue		-20.78		-235.78
43531	RHW	State Grant-Locl Trns Ai	Revenue		-25,371.52		-101,486.08
43620	RJG	In Lieu of Taxes on State Conservation Lands	Revenue				-71.68
43650	RJR	Forest Cropland/Managed Forest Land	Revenue				-1,047.50
44110	RLD	Liquor and Malt Beverage License	Revenue				-2,270.00
44111	RLG	Operator Licenses	Revenue				-295.00
44900	RMU	Other Regulatory Permits and Fees	Revenue		-995.19		-2,171.69
44900-04	RMU	Boat Launch Annual permits	Revenue				-260.00
46100	ROG	General Government	Revenue		-266.50		-780.84
46435	RSG	Recycling (Usr Fees Only)	Revenue		-235.40		-235.40
48110	SBW	Interest Income	Revenue		-7,361.21		-35,495.13
48900	SEH	Other Misc.Revenues	Revenue		-9,575.38		-89,157.28
Count: 16			Revenue		-160,417.13		-553,085.08
Totals:					-160,417.13		-553,085.08

Account	Group	Description	Type	Month 10 DB	Month 10 CR	YTD Debits	YTD Credits
51110	DAE	Board Salaries/FICA	Expense	1,727.50		16,239.64	
51110-02	DAG	Board Expenses	Expense			901.19	
51110-10	DAE	Plan Commission Salaries/FICA	Expense	26.91		134.56	
51110-12	DAE	Plan Commission Expenses	Expense	131.90		2,674.55	

# Trial Balance

51110-15	DAE	Board & Commission Dues & Registrations	Expense		1,882.52
51300	DAM	Legal	Expense	82.00	4,540.25
51400	DAR	General Administration	Expense		51.00
51400-01	DAS	legal ads	Expense		138.00
51420	DAW	Clerk	Expense	1,573.38	15,087.90
51420-02	DAZ	Clerk Expenses	Expense	223.89	2,641.48
51420-04	DBE	Auditor	Expense		5,000.00
51420-05	DBG	Computer Exp. & ETC.	Expense	133.73	3,322.73
51440	DBO	Election Wages	Expense		1,837.50
51440-02	DBR	Election Expenses	Expense	427.00	1,889.83
51520	DCL	Treasurer	Expense	793.63	7,120.30
51520-02	DCO	Treasurer Expenses	Expense		906.62
51530	DCS	Assessment of Property	Expense	716.67	7,166.66
51610	DDO	Town Hall Maintenance	Expense	131.28	1,083.38
51610-02	DDO	Town Hall Expenses	Expense		281.09
51610-10	DDO	Town Hall Utilities	Expense	130.92	4,046.66
51938	DEN	Other Insurance	Expense		6,135.00
52200	DFK	Fire Protection	Expense		49,968.81
52200-01	DFK	FIRE HALL PAYMENT	Expense		58,584.65
53311-01	DJA	sanding/snow removal	Expense		20,229.50
53311-02	DJA	grading	Expense		6,393.75
53311-03	DJA	Brush/mow/tree maint	Expense	280.00	13,506.01
53311-04	DJA	Contracted Services	Expense	45,683.09	45,683.09
53311-05	DJA	Chip/Crackseal/Patch	Expense		16,489.41
53311-07	DJA	signs	Expense		795.44
53311-08	DJA	culverts	Expense	340.00	23,823.26
53311-09	DJA	Salt/Sand	Expense		9,648.00
53311-40	DJA	Black Topping	Expense		78,673.10
53311-50	DJA	Gravel/load/haul/spread	Expense	275.00	22,463.92
53311-90	DJA	Misc. Maintance	Expense		11,042.97
53635	DOI	Recycling	Expense	460.10	3,132.10
55400-10	DSA	Boat Landings maint	Expense	15.60	9,636.27

Count: 36

Expense	53,152.60	453,151.14
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Totals:	53,152.60	453,151.14
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**Report 61 Totals:**

Count: 57

Totals:	160,417.13	-160,417.13	1,289,282.99	-1,289,282.99
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Differences:	0.00
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**Trial Balance Summary**

	Month 10 Totals	YTD Totals		Month 10 Totals	YTD Totals
'1' Assets:	107,264.53	834,492.17	'2' Liabilities:		801.10
'5' Expenses:	53,152.60	453,151.14	'3' Capital:		-735,359.33
Assets + Expenses:	160,417.13	1,287,643.31	'4' Revenues:	-160,417.13	-553,085.08
			Liab + Cap + Rev:	-160,417.13	-1,287,643.31

**TOWN OF LONG LAKE, WASHBURN COUNTY  
BUDGET SUMMARY 2026  
AS PRESENTED NOVEMBER 11, 2025**

<u>REVENUES</u>	Current Budget 2025	Proposed Budget 2026	% Change
Town Portion of Property Tax (Levy)	\$ 277,084.00	\$ 360,489.00	30.10%
Lottery Tax Collection	\$ 2,000.00	\$ 2,000.00	
FC/MFL Land Tax	\$ 5,000.00	\$ 5,000.00	
Intergovernmental	\$ 158,083.04	\$ 169,174.00	7.02%
Licenses	\$ 4,125.00	\$ 3,050.00	-26.06%
Public Charges for Services	\$ -	\$ -	
Misc.Revenues	\$ 17,000.00	\$ 17,000.00	
<b>TOTAL REVENUES &amp; CASH BALANCE</b>	<b>\$ 463,292.04</b>	<b>\$ 556,713.00</b>	20.16%
<u>EXPENDITURES</u>			
General Government	\$ 101,074.95	\$ 110,250.00	9.08%
Recreational	\$ 2,500.00	\$ 3,000.00	20.00%
Public Safety	\$ 83,938.38	\$ 85,369.00	1.70%
Public Works, Roads	\$ 275,778.71	\$ 358,094.00	29.85%
<b>TOTAL EXPENDITURES</b>	<b>\$ 463,292.04</b>	<b>\$ 556,713.00</b>	20.16%

\*\* 80,000 increase to the road budget

	Beginning Balance 1/1/2025	Estimated Total 2025 Revenues	Estimated Total 2025Expenses	12/31/2025
<b>*Total Estimate of Funds</b>	\$ 402,245.83	\$ 594,223.04	\$ (494,882.56)	\$ 501,586.31
<b>* Includes Following Reserves</b>				
Reevaluation Fund (Assement of Property)	\$ 20,000.00		<b>Estimated Balance</b>	<b>\$ 501,586.31</b>
Recreation Account	\$ 33,367.99		<b>Reserves</b>	<b>\$ (410,385.95)</b>
Emergency Road Fund	\$ 100,000.00		<b>Carryover 2025</b>	<b>\$ 91,200.36</b>
Road Projects Fund	\$ 225,000.00			
Building & Equipment	\$ 32,017.96			
<b>Total Reserves</b>	<b>\$ 410,385.95</b>			