

TOWN OF LONG LAKE, WASHBURN COUNTY

MONTHLY BOARD MEETING

Tuesday, April 8, 2025, 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 11, 2025, Regular Board Meeting.
2. Financial Report
3. Public Comment
4. The Oath of Office for Board Members for the term of April 15, 2025, to April 20, 2027.
5. Consider/Approval of changes to signatures for the bank accounts.
6. Consider/Approval Indianhead Scout Camp, Inc to Rezone 3.6(+/-) acres to Residential Recreation 1 in Tax ID # 34130-21 96 acres, zoned forestry, PT GOV LOT 2, and to rezone 16(+/-) acres to Residential Recreation 2 in Tax ID # 16944-51 38 acres, zoned forestry, GOV LOT 1 in Section 12, Township 37, Range11W. (publish dates 4/2/25 and 4/9/25, Public Hearing 4/22/25, CTY Board 5/20/25)
7. Discuss/Update/Action Road Projects
 - a. Set Date for Road Tour
 - b. Consider/Approve Audubon paving proposal
8. Public Comment on Agenda Items Only
9. Reports of Town Officers
 1. Debbie
 2. Brenda
 3. Jeff
 4. Terry
 5. Bob
10. Correspondence
11. Approve Vouchers for Payment
12. Adjournment

Posted 4.4.25

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**

March 11, 2025

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 February 11, 2025, Regular Board Meeting: A motion by O'Brien, seconded by Bauer, to approve the minutes from February 11, 2025, Regular Board Meeting as presented. 3- Ayes. Motion carried.

Approval of Financial Report: A motion by Bauer, seconded by Moullette, to accept the Treasurer's Financial Report as presented. 3-Ayes. Motion carried.

Public Comment: Public Comments were held.

Approve Contract provided by Park Falls Hardwood (Groeschl Forestry Consulting, Inc managing project), Pay-as-Cut timber sale project on Town Property: A motion by O'Brien, seconded by Bauer, to approve the contract provided by Park Falls Hardwood (Groeschl Forestry Consulting, Inc managing project), Pay-as-Cut timber sale project on Town Property as presented. 3-Ayes. Motion carried.

Consideration/Approval: Julia Mattmiller to Rezone 5 acres in Tax ID # 36717, which is 32.96 acres, zoned for forestry, located in PT NE NE and PT NE NW, Section 09, Township 37, Range 11W. (publish dates 3/05 and 3/12, Public Hearing 3/25/25, County Board Hearing 4/15/25): A motion by O'Brien, seconded by Bauer, to approve the request from Julia Mattmiller to rezone 5 acres in Tax ID # 36717, which is 32.96 acres, zoned forestry, PT NE NE & PT NE NW, in Section 09, Township 37, Range 11W. To rezone 5 acres to Residential Agriculture as presented. 3-Ayes. Motion carried.

Consideration/Approval: Robert Allard to Rezone 5 acres in Tax ID # 17798, which is part of 40 acres zoned agricultural, located in NW NE, Section 09, Township 37, Range 11W. To rezone 5 acres to Residential Agriculture (publish dates 3/05 and 3/12, Public Hearing 3/25/25, County Board Hearing 4/15/25): A motion by O'Brien, seconded by Moullette, to approve the request from Robert Allard to rezone 5 acres in Tax ID # 17798, which is part of 40 acres, zoned agricultural, NW NE, in Section 09, Township 37, Range 11W. To rezone 5 acres to Residential Agriculture as presented. 3-Ayes. Motion carried.

Approve the Independent Contractors Agreement with Mike Houser: A motion by O'Brien, seconded by Bauer, to approve the Independent Contractors Agreement with Mike Houser for a one-year term as presented. 3-Ayes. Motion carried.

Approve Equipment Lease Agreement, Mike Houser: A motion by Bauer, seconded by Moullette, to approve the Equipment Lease Agreement with Mike Houser for a one-year term as presented. 3-Ayes. Motion carried.

Set Date for Municipal Clean-Up Days: A motion by Bauer, seconded by Moullette, to set the date for the Town Clean-Up days for August 9, 2025, from 9:00 a.m. to 2:00 p.m. 3-Ayes. Motion carried.

Set Date for Open Book and Board of Review: A motion by O'Brien, seconded by Bauer, to set the dates as follows: May 2nd, 2025, from 9:00 am to 11:00 am by phone for Open Book, and May 20th, 2025, from 4:00 pm to 6:00 pm for Board of Review. 3-Ayes. Motion carried.

Discussion on the town's internet and Facebook use: By consensus, the board will table this discussion for the electors meeting on April 15, 2025, to provide their input on the topic.

Discussion, Consideration, and Approval of Funding for Distributing the Comprehensive Plan Survey to Residents and/or Landowners in the Town of Long Lake: By consensus, the board agreed to use the return envelope with a stamp and set the return date for the survey as April 7th, 2025.

Discuss/Update/Action Road Projects

a. Open Bids for Laundromat Road Pulverizing and Adding Gravel: The sealed bids were opened and reviewed by the board:

Hass Sons Inc	\$96,661.76
L & L Excavating Inc	\$45,683.09
Stout Construction LLC	\$56,430.00
Bull Dozin Inc	\$46,223.45
Monarch Paving Co	\$71,991.60
SB Madison Construction	\$42,544.00

After discussion, a motion by Bauer, seconded by O'Brien, was made to accept the bid from L & L Excavating for \$45,683.09 to complete the project on Laundromat Road as presented. 3-Ayes. Motion carried.

b. Update on Elver's Road: The Clerk is working with the Wisconsin Department of Transportation (WI DOT), and once all the repair work is completed, we can apply for disaster aid funds.

Public Comment on Agenda Items Only: Public comments on agenda items were held.

Reports of Town Officers

Debbie – The February 18th election had 60 voters, of which 21 were absentee. Our election workers got a good review at the county canvass again. Shout out to Jesse and the Pioneer for bringing pizza to the election workers. I also attended the Emergency Preparation Training for Washburn County, which prepares us for dealing with natural disasters. All audit materials have been delivered to Two Rivers Accounting.

Brenda – none

Jeff – Birchwood is going to the County to try to have DD and D open for ATV Traffic and is looking for support at the upcoming county meetings.

Terry – Have been issuing three road ban permits and one driveway permit. Additionally, the fish house left in the parking lot will be moved tomorrow, as the owner is experiencing trailer issues.

Bob – BFCES meetings will be held every month, every other month.

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 Bauer, seconded by O'Brien, to pay vouchers #6464-6484 and the EFT. 3-Ayes. Motion carried.

Adjournment: A motion from O'Brien, seconded by Moullette, was made to adjourn the meeting at 7:45 pm. 3-Ayes. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk

Monthly Financial Report

**Town of Long Lake
Financial Report**

March, 2025

Balance General Fund (Date)	\$	533,404.56	
Deposit	\$	3,833.73	
Interest	\$	1,891.41	
Transfer to Boat Permits	\$	-	
Transferred to Dog Licenses	\$	-	
Total	\$	539,129.70	
Expenses	\$	(58,450.90)	
Balance Regular Account (date)	\$		480,678.80

Investments

Money Market Account	\$	247,234.73	
Interest	\$	2,872.15	
Total			\$ 250,106.88
Recreation Project	\$	34,413.40	
Interest	\$	380.91	
Total			\$ 34,794.31
Building & Equipment(\$Mark	\$	31,845.83	
Interest	\$	118.74	
Total			\$ 31,964.57
Boat Launch Permits	\$	10.00	
Trans to General Fund	\$	-	
Total			\$ 10.00
Dog License Fees	\$	830.00	
Transferred from General Fu	\$	-	
Total			\$ 830.00
Tax Account	\$	13.77	
Interest	\$	-	
2			\$ 13.77
Total Investments			\$ 317,719.53

Summary

General fund	\$	480,678.80	
Investments	\$	317,719.53	
Grand Total (date)	\$		798,398.33

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			533,917.90
Checks and Payments	21	Items	-58,413.90
Deposits and Other Credits	4	Items	5,725.14
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			481,229.14

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			481,229.14
Checks and Payments	4	Items	-550.34
Deposits and Other Credits	0	Items	0.00
Register Balance as of 3/31/2025:			480,678.80
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			480,678.80

Uncleared Transaction Detail up to 3/31/2025

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
9/15/2021	EFT	United States Treasury		General Gov.:FICA		-468.34
7/13/2022	5834	Eric Anderson		General Gov.:Salary		-25.00
8/19/2022	5872	Herb Smith	#4338/annual	Levies-Coll.:Overpaym...		-20.00
3/12/2025	6478	Integrity Building Services	Cleaning	General Gov.:Town Pr...		-37.00
Total Uncleared Checks and Payments				4 Items		-550.34
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits				0 Items		0.00
Total Uncleared Transactions				4 Items		-550.34

Trial Balance

Account	Group	Description	Type	Month 3 DB	Month 3 CR	YTD Debits	YTD Credits
11010	BNK	Checking Account (General Fund)	Asset		-49,353.96	798,398.33	
		Count: 1	Asset		-49,353.96	798,398.33	
		Totals:			-49,353.96	798,398.33	

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			531,788.68	
24330	UNL	Dog License Fees	Liability			83.00	
24610	UNL	Rice Lake schools	Liability			1,262,683.53	
24611	UNL	Spooner Schools	Liability			254,123.06	
24630	UNL	Wi VTAE District	Liability			47,469.31	
26101	UNL	Taxes Collected	Liability				-365,924.92
26101-01	UNL	Real Estate Taxes Collected	Liability				-1,890,389.11
26101-03	UNL	R.E. Tax Overpaid-No Refund	Liability				-0.01
26101-04	UNL	R.E. Tax Overpaid-To Refund	Liability				-0.02
26101-05	UNL	Tax Collected MFL Open	Liability				-168.68
26101-06	UNL	Tax Collected MFL Closed	Liability				-31,115.10
		Count: 14	Liability			2,096,953.58	-2,288,428.12
		Totals:					-191,474.54

Account	Group	Description	Type	Month 3 DB	Month 3 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 3 DB	Month 3 CR	YTD Debits	YTD Credits
43531	RHW	State Grant-Locl Trns Ai	Revenue				-25,371.52
43620	RJG	In Lieu of Taxes on State Conservation Lands	Revenue				-50.68
44110	RLD	Liquor and Malt Beverage License	Revenue				-40.00
44900	RMU	Other Regulatory Permits and Fees	Revenue		-50.00	120.00	
44900-04	RMU	Boat Launch Annual permits	Revenue				-10.00
48110	SBW	Interest Income	Revenue		-5,263.21		-15,696.66
48900	SEH	Other Misc.Revenues	Revenue		-3,783.73		-6,543.73
		Count: 7	Revenue		-9,096.94	120.00	-47,712.59
		Totals:			-9,096.94		-47,592.59

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	19.29		102.95	

Trial Balance

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

Fiscal Year: **2025** Month: **3**

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51110-12	DAE	Plan Commission Expenses	Expense	11.90	100.54
51110-15	DAE	Board & Commission Dues & Registrations	Expense	67.65	132.65
51300	DAM	Legal	Expense	2,296.00	2,651.50
51400-01	DAS	legal ads	Expense	68.21	68.21
51420	DAW	Clerk	Expense	1,358.08	4,074.24
51420-02	DAZ	Clerk Expenses	Expense	183.35	487.71
51420-05	DBG	Computer Exp. & ETC.	Expense	23.08	994.45
51440	DBO	Election Wages	Expense	682.50	682.50
51440-02	DBR	Election Expenses	Expense	217.22	357.72
51520	DCL	Treasurer	Expense	647.43	2,028.69
51520-02	DCO	Treasurer Expenses	Expense	77.30	313.72
51530	DCS	Assessment of Property	Expense	716.67	2,149.97
51610	DDO	Town Hall Maintenance	Expense	37.00	230.80
51610-02	DDO	Town Hall Expenses	Expense	20.65	20.65
51610-10	DDO	Town Hall Utilities	Expense	820.99	1,226.33
51938	DEN	Other Insurance	Expense	1,451.00	5,147.00
52200	DFK	Fire Protection	Expense	20,974.28	41,948.56
52200-01	DFK	FIRE HALL PAYMENT	Expense		58,584.65
53311-01	DJA	sanding/snow removal	Expense	7,251.25	15,826.25
53311-02	DJA	grading	Expense		1,485.00
53311-07	DJA	signs	Expense	240.00	390.00
53311-08	DJA	culverts	Expense	300.00	300.00
53311-09	DJA	Salt/Sand	Expense	2,268.00	8,784.00
53311-50	DJA	Gravel/load/haul/spread	Expense	17,091.14	17,091.14
53311-90	DJA	Misc. Maintance	Expense		5,451.60
53635	DOI	Recycling	Expense		410.00
55400-10	DSA	Boat Landings maint	Expense	15.45	149.92
			Count:	29	
			Expense	58,450.90	176,028.13

Totals:	58,450.90		176,028.13
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Report 61 Totals:

Count:	52
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Totals:	58,450.90	-58,450.90	3,071,500.04	-3,071,500.04
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Differences:				0.00
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Trial Balance Summary

	Month 3 Totals	YTD Totals		Month 3 Totals	YTD Totals
'1' Assets:	-49,353.96	798,398.33	'2' Liabilities:		-191,474.54
'5' Expenses:	58,450.90	176,028.13	'3' Capital:		-735,359.33
Assets + Expenses:	9,096.94	974,426.46	'4' Revenues:	-9,096.94	-47,592.59
			Liab + Cap + Rev:	-9,096.94	-974,426.46

Application # _____

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 3/6/2025 Non-refundable Fee to: **Washburn County Zoning \$300.00**
Mail to: **PO Box 506, Shell Lake WI 54871.**

Property owner Indianhead Scout Camps, Inc. Phone # () 612-261-2456

Address 6202 Bloomington Road, Fort Snelling, MN 55111

Property description Tax ID 34130 and 16944, Section 12, Twsp. 37 R. 11

Town of Long Lake Site Address N1910 Scout Road, Birchwood, WI 54817 (Town of Long Lake)

Lot size _____ Tax ID# 34130 and 16944 Current zoning district F and RR1

Request change to RR1 and RR2 # of acres to be rezoned: 3.6± acres TAX# 34130.
16.5± acres TAX# 16944.

Present improvements: Several Summer Camp Cabins

Proposed improvements: Single Family Dwelling

Characteristics of surrounding area: Mix of RR1, Forest, Shoreline. This area is in between the Scout Camp and other private lots.

Reason for rezoning: To make parcels more conforming to the zoning code, while preparing a lot to be sold/traded in land deal north of Scout Program.

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

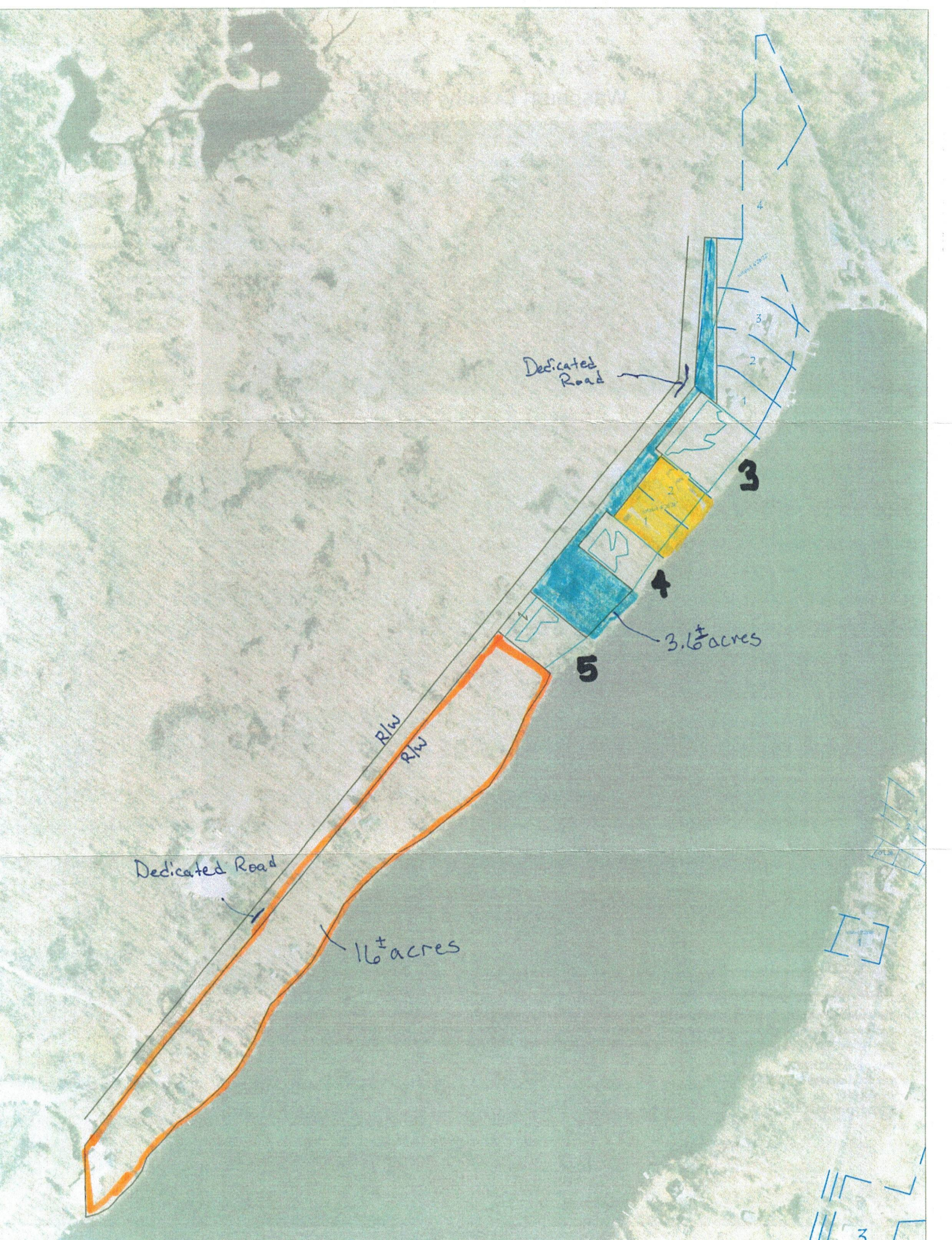
Brian Halloran
(Applicant or representative print name)

B. Hall
(Applicant or representative signature)

3/6/2025
Date signed

(Mailing address if different than above)

Dates published 4.2/4.9 Office use
Co. board date May 20, 2025 Hearing date April 22nd, 2025
Application amended 062221



Dedicated Road

3

4

5

3.6± acres

R/W

R/W

Dedicated Road

16± acres

4

3

2

1

3

			\$0.00
Total Material Cost =			\$53,462.00

WASHBURN COUNTY HIGHWAY DEPARTMENT

1600 CTH H, Spooner, WI 54801

715-635-4480

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ESTIMATE FOR CONSTRUCTION WORK

MUNICIPALITY: Long Lake Township

MISC. LABOR COST

Work Item/Description	Estimated Cost
Signing	\$250.00
Mobilization	\$900.00
Paver Operators	\$1,950.00
Admin Fee at 2.0%	\$2,000.00
Total Misc. Labor Cost =	\$5,100.00

Total Project Estimate

Equipment	\$34,986.62
Materials	\$53,462.00
Misc. Labor	\$5,100.00
Total Estimate	\$93,548.62

COMMENTS

Brian Daniels- Highway Commissioner
Estimate Prepared By

4/4/2025
Date

Estimate Approved for Municipality By

Date