

TOWN OF LONG LAKE SPECIAL BOARD MEETING MINUTES

June 24, 2025

Town Hall

Chairman Terry O'Brien called the special town board meeting to order at 4:00 p.m. Board Supervisors Joel Faschingbauer, Diane Allard, and Clerk Debbie Bouma were present. The Pledge of Allegiance was recited, and the clerk confirmed the verification of notices.

Discussion on Replacement of the Clerk's and Treasurer's Computers: The Clerk explained that both computers are pre-2018, when she was appointed. The exact date is unknown, but both cannot be updated from Windows 10, which will become unsupported in October 2025. A discussion was held with Tice Computers in Rice Lake to determine the best upgrade and establish a time frame for implementation. The Clerk also checked with the computer service that was being used in Spooner in the past. The Clerk and Treasurer would like to complete the upgrade before the tax and budget season begins this fall.

Discussion/Update on Timber Theft of Town Property: O'Brien explained that timber theft occurred in early April 2024, under the past chairman, which was never brought to the board for consideration. After learning about it in mid-May, the town was able to update the Washburn County Courts to be an active participant in the criminal process for timber theft of \$2,500. If it is possible to receive restitution, which may not be likely, but at least it is now possible with the correct papers filed and all contacts updated.

Discussion on Permit Enforcement: A discussion was held on the best steps to take if we suspect a permit violation or a lack of required permits.

Discussion on Uniformed Email Responses: Faschingbauer shared his thoughts on an automatic reply stating that emails have been received. The board reviewed the fact that the Department of Justice allows up to 10 days for a response to incoming emails, and that many emails are received daily that would not be suitable for such an automatic reply. The board discussed that most try to review and respond to emails at least once a day, which is more than appropriate.

Discussion and Quarterly Review of Budget: The Clerk distributed and reviewed the current budget with the Board, highlighting the numbers as of the end of the second quarter.

- (a) **Discussion on the resolution of outstanding checks:** The board reviewed the process and the discussion held with Two River Accounting, who completed the full audit in April of this year and had it accepted during the Town of Electors meeting. By consensus, the board believes this issue has been addressed at many past meetings and is now complete.

Discussion on Roads

- (a) **Loans or Levy for Road Projects:** The clerk presented a 2026 road budget that outlined the proposed plans this board would like to implement going forward, along with the steps necessary to achieve this goal.

(b) Gravel on Town Roads: O'Brien had a discussion with L&L after the last grading on the conditions of the town's gravel roads, and he shared this update with the Board.

Adjournment: On a motion by Faschingbauer and seconded by Allard, the meeting adjourned at 4:48 p.m. 3-Ayes. Motion carried.

Respectfully submitted by

Debbie Bouma, Town Clerk