

Town of Sand Lake
Town Board Meeting
Monday, December 11, 2023
6:00 p.m.

- Call to Order at 6:00 p.m. by Chairwoman Melanie Connor Johnson.
- Roll Call of Officers – All officers present; Clerk Maggie Olson absent. Treasurer Crystal Houman and Deputy Clerk Peggy Tolbert were present.
- Public Notice – Notice of the meeting was made at the Town Hall and Town Shop, on the town website, and in the Indianhead Advertiser.
- Approval of Agenda Order – Supervisor Pardun requested a change to the agenda order as follows: Road report to follow Public Comments and Matters for Discussion and Possible Action (#1 and #3) with Chair's report to follow. Motion to approve the agenda order as requested by Supervisor Pardun was made by Supervisor Pardun, seconded by Supervisor Kroll. Motion carried, voice vote.
- Approval of Minutes from November 11, 2023 Town Board Meeting and the November 20, 2023 Public Budget Hearing and Special Town Meeting to Approve the Tax Levy - corrections needed: date on Public Budget Hearing (correct date from 2024 to 2023) and correct spelling of Fahrner Asphalt (incorrectly spelled Fahner under Matters for Discussion and Possible Action, item #2). Motioin to approve all minutes as corrected was made by Supervisor Kroll, seconded by Supervisor Pardun. Motion carried, voice vote.
- Public Comments – Sand Lake residents who wish to make a public comment need to state their comment to an agenda item, state their name and address so it can be recorded in the minutes, and use a maximum of three minutes.
There were no public comments.
- Road Report - Road and Facilities Manager Brad Huser reported on activities and equipment repair for the past month.
- Matters for Discussion and Possible Action
 1. Resident Paul Thompson requested the Town Board consider developing a 10-year plan. In addition, Mr. Thompson suggested appointing a committee of interested citizens to assist the board in this process and to help assess the various methods of financing a major road program including increased tax levy, and state and federal to fund road programs. Mr. Thompson requested the board develop a long term road projects program in time for the 2025 budget/levy vote. A copy of Mr. Thompson's report is attached.
 2. Review bids for Olsen Road and Sand Lake roads - Bids were received from Scott Construction (\$61,835.00) and Fahrner Asphalt (\$68,479.00) for scrub seal and fog

seal of these roads. Supervisor Pardun and Mr. Huser reviewed the bids and commented that the Scott Construction did not address the bid specifications. Motion to approve the bid from Fahrner Asphalt even though it was not the low bid was made by Supervisor Pardun, seconded by Supervisor Kroll. The Fahrner representative who was present explained their processes and oil that they have developed and answered questions from the board. Motion carried voice vote. The work is expected to be done July and August, 2024. Mr. Huser left the meeting at 6:21p.m.

- Chair Report – Chairwoman Johnson attended a short term room tax meeting and reported that a 8% room tax rate has been approved. There will be an ordinance to discuss and possibly approve in January.
- Clerk Report – Clerk Olson submitted a written report in her absence. Ms. Olson reported that the bank reconciliation is up to date as of October 31, 2023. Ms. Olson asked the board to decide whether to discontinue tech support from Kerber/Rose Technology, choosing instead to contract Momentum Computer Solutions for the same services. (The board agreed that tech services from Momentum Computer Solutions had previously been approved and provided the same services as those from Kerber/Rose.) Correspondance received included a request from Monroe Truck Equipment Company for federal tax exemption certification, a check from the US Treasury for \$46.60 overpayment of taxes, notification from Burnett Dairy of termination of membership and an order from the WI DNR related to forest tax law.
- Treasurer Report – Treasurer Crystal Houman gives report on account balances. The General Fund account balance as of October 31, 2023, is \$121,144.76 and the Equipment Fund account balance is \$15,913.95. Additions to accounts were \$6,253.35 (Shared Revenue) and \$21.35 (interest). Tax statements are prepared and will be mailed midweek. Motion to accept the treasurer's report was made by Supervisor Pardun, seconded by Supervisor Kroll. Motion carried, voice vote.
- Supervisors Report – Supervisor Kroll reported on the replacement of a resident's mailbox that had been previously agreed to by former Town Chair, Amy Bruss.
- Planning Commission Report – Nothing to report.
- Additional Matters for Discussion and Possible Action
 - Approval of the 2024 Town Budget - motion to approve the 2024 Town Budget was made by Supervisor Kroll, seconded by Supervisor Pardun. Motion carried, voice vote.
 - Appointment of election inspectors for the 2024/2025 two-year election cycle - following discussion of the process for nominating and appointing election inspectors, the following residents were presented for possible appointment: Names submitted by the Republican Party were Julie Anderson and Kurt Anderson; unaffiliated individuals were Laurel Scrivani, Rita Shives, Susan Shutt, Paul Thompson, Jim Tolbert and Peggy Tolbert. Motion to approve the list of submitted

election inspectors for the 2024/2025 election cycle was made by Supervisor Pardun, seconded by Supervisor Kroll. Motion carried, voice vote.

- Ordinance for allowing fewer than 5 election inspectors was postponed until January.
- Website hosting decision - Peggy Tolbert reviewed the bid submitted by Jay Gilhoi - \$1,500 for first year which included site siteup, domain, page and document transfer from existing website and SSL security certificate. After initial year, hosting, backups and maintenance will be \$300 annually. Motion to approve Jay Gilhoi's bid was made by Supervisor Kroll, seconded by Supervisor Pardun. Motion carried, voice vote.
- Pay Bills – Following review of invoices to be paid, motion to approve payment was made by Supervisor Pardun, seconded by Supervisor Kroll. Motion carried, voice vote.
- Adjournment – Motion by Supervisor Kroll, seconded by Supervisor Pardun at 6:50 p.m.
- Next Town Board Meeting Date – January 8, 2024