

Town of Sand Lake
Regular Meeting Minutes
Monday, May 8th, 2023
6:00pm

Call to Order

- Chair Melanie Connor Johnson called the May 8th Town Board Meeting to order at 6:01pm.

Public notice

- Per Clerk Maggie Olson, public notice was made in the newspaper, and posted on the website and at the Town Hall and Town Shop buildings on May 2nd.

Approval of Agenda Order

- Motion by Chair Johnson to move the Burnett County Tourism Coalition up on the agenda under Public Comments.
- Motion to approve the revised agenda by Supervisor Karolyn Kroll, seconded by Supervisor Ken Pardun, motion carried, voice vote.

Approval of the Minutes from April 18th, 2023, Town Board Meeting

- No corrections, additions, subtractions
- Motion to approve the minutes as presented by Supervisor Pardun, seconded by Supervisor Kroll, motion carried, voice vote.

Public comments – Public Comments will be limited to three minutes and anyone wanting to comment must sign in with the Town Clerk before the meeting begins.

- Dave Deal, 25301 County Rd. X., states concern to a comment from the April Town Board meeting that a referendum on zoning would be input only, with the Town Board ultimately choosing whether to move forward with the adoption of zoning. Mr. Deal believes the statute 60.61 and 60.62 requires the Board to either hold a referendum or a town meeting, and the Town Board does not have final authority to adopt zoning.
- Chris Werdier, 5609 Austin Lake Rd, would like the Town Board to produce a simplified version of zoning and planning commission definitions. She would like to see a printed map of what it will look like after zoning is adopted vs. what it looks like presently. She has concerns about land use after zoning adoption, Chair Johnson reminds her those properties would be “grandfathered in”. Her second question is in regard to trash clean up. She wants to know if there is a volunteer group. There is not. She is invited to create one. The Town road workers are unable to clean up at this time, but have in the past.
- Paul Thompson, 25741 Emerson Rd, asks if he can bring garbage cleaned up along the road to the Town Shop. He can. The Town will also pick up two mattresses that were dumped along Emerson Road.

- Galina Werdier, 5729 County Rd. A., is concerned about her access to a DNR lake her home resides on following zoning adoption. Chair Johnson reminds her the property is already zoned through the county. The relationship will stay the same whether the Town of Sand Lake adopts zoning.
- Don Button, 5160 Sand Lake Road, would like to see less salt used on the roads. He believes it is too hard on the ecology of the lakes. He wonders if we can replace the salt with beet juice. He asks Brad, Roads Manager, what the salt/sand ratio is. Brad responds the county offers two options, 10% or 25%. Don would like the salt reduced or eliminated.

Short Term Rental Presentation – Burnett County Tourism Coalition (BCTC)

- Burnett County Tourism Coalition (BCTC) is a nonprofit tourism entity. Their mission is to increase sustainable tourism growth in Burnett County. Short-term rentals in Burnett County are increasing at a rate of up to 62%. There is a lot of concern amongst the community because these rentals are often not licensed by the county or the state. They are being occupied beyond the capabilities of their septic systems or parking, and there are other safety concerns such as proper exits/signage and smoke alarms. Many are in violation of current county and state ordinances. The increase in traffic also stresses the local infrastructure; roads, fire protection, law enforcement, trails, boat landings, etc.
- The BCTC encourages, and will assist, in the adoption of a short-term rental tax ordinance.
- Adoption of a short-term rental tax ordinance will provide data, funds to the Town to be spent however the Town sees fit, and money to the tourism industry in Burnett County via the BCTC.
- The Town can tax up to 8% of the rental's revenue but should consider an ordinance that is uniform with other, nearby areas ex. Siren is at 5%.
- 25% of the room tax would go to Town, 5% to administrative costs (Local Gov), and 70% to the BCTC. The BCTC will provide the verbiage for the ordinance, in exchange the Town will designate the BCTC as the nonprofit tourism entity to receive the 70%.
- Supervisor Kroll asks if there are restrictions on how the 25% of the room tax to the Town can be used. BCTC Representative says there are no restrictions.
- Chair Johnson asks how many short-term rentals exist in Sand Lake. BCTC Representative is unsure of exact numbers but will provide the figure.

Chair Report

4-19-2023: Notification of tree fallen across Lily Lake Road, forwarded to Brad.

4-19-2023: Request for road restriction waiver for a 1-time delivery of animal feed - granted by email to RMS trucking subcontracting for Burnett Dairy - Road Restrictions lifted May 1

4-20-2021: Contacted by a former town board member regarding an email they received from a campground developer. Forwarded the request to the town attorney for assistance with the response.

4-20-2023: Call from Darwin Brown, LaFollette Chair - regarding fire inspection of Sand Lake Businesses. There is a new, private company that is taking over the responsibility from SCT Fire. Cost is \$46/year per business. More information is coming, and he will forward it to the town for consideration.

4-21-2023: Call from a Beaver trapper: James lives in LaFollette, he was wondering if Sand Lake has a problem beaver bounty or any beavers that need to be removed. I told him that we did not have a beaver bounty, but have contracted beaver removal in the past, no need currently that I knew of. We will keep his information for future use if needed James #715-791-8685.

4-24-2023: Jackson Road Supervisor Roger, there is a wash out on Gaslyn Road just before Rusk town line, dangerous and could cause an accident, drove over to take picture but Brad had already filled it.

4-25-2023: Call from resident having trouble with new supervisor emails posted on website. Confirmed the emails are posted correctly and working - thanks Karolyn for setting it up.

4-27-2023: Wisconsin Towns Association Meeting Topics:

- District election of new officers - Darwin Brown Chairman,
- Burnett County Emergency Management - FEMA forms need to be completed immediately after a disaster occurs in order to qualify for funding, take pictures and document damages, as we move into summer.
- Meenon is reopening their tornado brush dump on Midtown Road for towns to use for winter storm branches and debris. Hopkins will also take debris at \$10/truck load for residents.
- Ambulance Report, 20 calls 13 code 3 response time 11:16.
- Romain Quinn, update on proposed new shared revenue allocations being considered by the state this would increase Sand Lake's shared revenue from sales tax if passed SL share would increase from \$5,798 to \$44,824.
- WTA update on LRIP project schedule and deadlines.

4-27-2023: Filed the SLFRF - Annual Report to US Treasury

5-3-2023: Received a phone call on a permit request for a individual who is considering an "Owner Sale" for a property located on cty road x near buck lake road / firefly lane. He is interested in developing a family "camp-pound" 15 camper sites with RV/Boat storage facility. I reached out to Jason Towne in County zoning, and his reply was if the property is "unzoned" all that is needed is a septic permit and a seller's permit. I left a message with the caller and asked him to contact the town as his plans move forward left email address.

ATV Questions: ATV season is here and there are always some questions about how and where ATV / UTVs are allowed. Sand Lake does have a 25-mph limit, must stay on pavement, and they are not permitted to be used on roads after dark. If you are having trouble with ATV/UTVs you should call the county police to report offenders.

Clerk Report

- Clerk Maggie Olson states the IRS Form 941 was submitted on time for Quarter 1, 2023. She is working with Ken Busby to finalize .gov email for Town Clerk. The Town should consider developing a process for reserving the Town Hall for meetings, so as not to

double book or forget reservations. The Viola Lake Cemetery Group sent a letter thanking the Town for its \$800.00 donation to the group.

Treasurer Report

- Treasurer Crystal Houman gives report on account balances. The General Fund account balance as of April 30th, 2023, is \$94,319.49 and the Equipment Fund account balance is \$15,820.96. Additions included \$28,894.81 from the State of Wisconsin, \$34.00 from dog licenses, \$2,268 from Rural Mutual, \$5 for one Operator License, \$200 from ATV, \$3,642.68 from April Lottery Credit, and \$19.01 Interest.

Supervisors Report

- Supervisor Pardun attended the Webster Fire Meeting on April 26th. A one-ton truck will be replaced, does not require borrowing money as they sold an unneeded truck. They hope to set up a junior firefighting group for ages 14-18 to spark interest in joining the force. On April 25th, Supervisor Pardun and Roads Manager Brad Huser visited Traverse City to view the grapple, listed at \$3,250.00. They were able to secure purchase at \$3,150.00. It has been picked up and works well.
- Supervisor Kroll stated the Waste Management (WM) dumpster will be picked up and the new one from Republic will be put out on May 15th. Per Brad Huser, the WM dumpster has not been picked up in months and smells. Supervisor Kroll will call both WM and Republic. Supervisor Kroll completed Board of Review training online, has receipt to be recorded online. She will be attending training on May 15th in Eau Claire, Wisconsin, for new town officials.

Planning Commission Report

- Neil Ambourn, residing at 5428 County Rd X., Webster, WI 54893, speaks on behalf of the Planning Commission. The previous board had appointed five people to be the commission, Karolyn Kroll, Adam Pavlick, Justin Coveau, Neil Ambourn, and Richard Schwab. They met several times, asked the town to adopt their planning. 2012 Smart Growth Plan needed an update after ten years. They did it, thought they were done, but it's all statute driven. The procedures were not followed, so the Board asked the group to meet again one year later. There is one small portion of the plan 9.2 timeline with dates that Northwest Regional Planning was involved in as well. That portion was then updated. They then passed another resolution, which the Board has and now it is in the Boards hands. The statutes will direct the Board on how to proceed.

Road Report

- Road Manager Brad Huser received a truck back from the shop with new parts, but it will need new tires soon. The grapple was purchased. Grader work will begin May 9th. They will continue pathing. They have two, one-ton loads of patch left in storage and will need to get more from Burnett County soon. Jackson Township is willing to store leftover salt/sand so it does not leech itself out, Brad will be able to pick up in Fall 2023.

Matters for Discussion and Possible Action

- Short Term Rental Presentation by Burnett County Tourism Coalition – see above.
- Approval of Payment for Training K. Kroll – Board of Review – \$45. Motion to approve by Supervisor Pardun, seconded by Chair Johnson, motion carried, voice vote.
- Approval of Payment for Training K. Kroll – Wisconsin Town’s Association – \$70. Motion to approve by Supervisor Pardun, seconded by Chair Johnson, motion carried, voice vote.
- Approval to upgrade to QuickBooks Online, \$50 a month for basic package + the payroll system. Town would be able to link bank accounts and submit tax information, share between three users. Motion to approve by Supervisor Kroll, seconded by Supervisor Pardun, motion carried, voice vote.
- Comprehensive Plan Resolution – Chair Johnson says we are at Step #7 in the plan adoption process. The Planning Commission met and adopted a resolution recommending the comprehensive plan to the Town Board. A date for a public hearing needs to be set with a Class 1 posting 30 days ahead of the meeting. Chair Johnson talked to Shawn O’Connell at Burnett County Land Services Department and there are no nonmetallic mining businesses in the Town of Sand Lake. Chair Johnson suggests a public hearing on June 12, 2023, at 5pm ahead of the regular 6pm meeting. The updated Comprehensive Plan is posted to the website. Links to the Comprehensive Plan will be sent to St. Croix Tribe, clerks of each adjacent local government (Rusk, Meenon, LaFollette, Jackson, Oakland), The Department of Administration, Northwest Regional Planning Commission, and the public library. A printed copy of the Comprehensive Plan will be available to people at the library. Publication deadline is May 9th at noon. Requirement for one public hearing to be held on the amendment, local government publish, **ASK MEL FOR THE STATUTE. Emily Nelson of Northwest Regional will be the contact.**
- **COPY OF THE ORDINANCE 2023-1 FROM MEL (Which she read at the meeting) Motion to approve the ordinance for the SL Comprehensive plan update by Karolyn, seconded by Kenny, all in favor, motion carried. DAVE DEAL SAYS THERE IS A SEPARATE LIST OF ANY COMP PLAN UPDATES. CHECK EMAIL.**

Pay Bills

- Motion by Supervisor Pardun to pay the bills, seconded by Supervisor Kroll, motion carried, voice vote.

Move into Closed Session – Conferring with Legal Counsel with Respect to Litigation Wis. Stat. 19.85(1)(g)

- Motion to move into closed session pursuant to Wis. Stat. 19.85(1)(g) by Supervisor Pardun, seconded by Supervisor Kroll at 7:04pm.

- Motion to return to Open Meeting by Supervisor Pardun, seconded by Supervisor Kroll, motion carried, voice vote.

Adjournment

- Motion by Supervisor Kroll to adjourn at 7:23pm, seconded by Supervisor Pardun, motion carried, voice vote.
- The next Town Board meeting will be on June 12th at 6pm.