

Town of Sand Lake
Town Board Meeting
Tuesday, February 6th, 2024
6:00 p.m.

- Call to Order at 6:00 p.m. by Chairwoman Melanie Connor Johnson
- Roll Call of Officers – All Officers present, Treasurer Crystal Houman and Deputy Clerk Peggy Tolbert absent.
- Public Notice – Public Notice was made on January 24th, 2024, at both physical locations (Town Hall and Town Shop) and ran in the Indianhead Advertiser on the weekend of January 24th as well.
- Approval of Agenda Order – Motion to approve the Agenda Order by Supervisor Kenneth Pardun, seconded by Supervisor Karolyn Kroll. All in favor, motion carried.
- Approval of Minutes from Regular Town Board Meeting on 01/08/2024 – Motion to approve the minutes from 01/08/2024 by Supervisor Kroll, seconded by Supervisor Pardun. All in favor, motion carried.
- 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.

No public comments.

- Chair Report – 01/18 Received an email from Jody Ballard regarding a building permit for pole barn/shed on the north side of Sand Lake and forwarded her email to the Burnett County Land Use Dept as she has a lakeshore property. 01/25 WTA Meeting included an introduction to the Culvert Inventory, Ambulance Report (response time 12 min and 30 sec and the helicopter flew out 317 times in 2023 from Siren airport), and upcoming interviews for a new Hwy Commissioner/Hwy Department. 01/31 Road Restrictions placed on County Roads, but Sand Lake Township has not posted road restrictions. 02/01 She requested a copy of WTA Records Request Policy for consideration.
- Clerk Report – Clerk Olson will register for self-paced, online Presidential Election Academy training. Viola Lake Cemetery sent a donation request for \$800.00 to maintain the cemetery, Sand Lake Township does not do donations, but this was a 2024 budgeted expense, and she will request an invoice. Northwest Regional Planning Commission has a home repair program and Clerk Olson will post to Facebook, new website, and outside on the posting board at the Town Hall.
- Deputy Clerk Report – Tabled.
- Treasurer Report – The General Fund Acct as of 01/31/2024 is \$639,451.18 with total additions of \$555,530.45 and subtractions of \$154,702.83. Equipment Fund Acct is at \$15,940.99. Summary of additions: \$19,458.21, \$140,881.88, \$123,176.39, \$139,247.14,

and \$102,720.47 tax payment batches, \$29,294.81 State of WI Transportation Aid, \$642.72 State of WI-PILT, \$45.00 dog licenses, and \$63.83 interest. Total tax collection to date is \$832,812.67, about 70% collected. Treasurer Houman will be completing the checkout process with Burnett County on 02/07/2024. Any remaining payments will be forwarded to the County. Motion to accept report as presented by Clerk Olson by Supervisor Kroll, seconded by Supervisor Pardun. All in favor, motion carried.

- Supervisors Reports – Supervisor Pardun changed the back tires on the dump truck with Brad Huser, Roads Supervisor. Great tire price and saved on labor. 01/24 Webster Fire Association meeting, the ladder truck is broken. As the only one in the County, the Fire Dept. will be sending letters to Townships to try to get a new, used one purchased estimated at \$100k. Fire calls are down, they are no longer doing lift assists. Supervisor Kroll has nothing to report.
- Planning Commission Report – None.
- Road Report – Roads Supervisor Huser worked on the truck tires with Supervisor Pardun. They have cleaned up around the Town Shop and removed a lot of scrap. Routine maintenance and plan to brush with the boom mower since there is no snow. Road bans came on from the County, but Sand Lake Township will not be putting them on as propane and garbage trucks are exempt already.
 1. Small Bridge and Culvert Identification Plan/Discussion – The State of Wisconsin is asking for each Town to do a first phase inventory of structures that are NOT bridges. The Town must inform the County Highway Commissioner by April 15th, 2024, on how they will be inventorying these structures. \$100 per inventoried structure will come back to the Town. We need to delegate who will be doing this project at the March 2024 meeting.
- Matters for Discussion and Possible Action
 1. Adoption of Short-Term Rental Tax Ordinance – Town joined the Commission in October 2023. We held a public hearing on 02/06/2024 regarding the 8% tax. Motion to adopt the short-term rental tax ordinance No. 1-2024 by Supervisor Pardun, seconded by Chairwoman Johnson. Nay from Supervisor Kroll. Motion carried.
 2. Resolution Changing Number of Election Officials – Motion to approve Resolution 2-2024 by Supervisor Kroll, seconded by Supervisor Pardun. All in favor, motion carried.
 3. Public Records Access Policy Wis. Stat. 19.34 – Read & Review Draft – No action taken.
 4. Town Website Update & Consideration for Notifications – New Town website has gone live. The new website does not have a notification option. Discussion on if we want to upgrade the website to include a notification by email. Will revisit

when Deputy Clerk Tolbert is available to talk about the cost. Please visit the new website at www.townofsandlake.org.

5. Clerk Computer Purchase – Clerk Olson’s laptop crashed, but Ken Busby was able to save it. She recommends purchasing a new laptop with an external hard drive to back it up regularly. Motion to purchase laptop and external hard drive with a \$700.00 budget by Supervisor Pardun and seconded by Supervisor Kroll. All in favor, motion carried.
- Pay Bills – Motion to pay the bills minus check to Town of LaFollette (incorrect amount) by Supervisor Kroll, seconded by Supervisor Pardun. All in favor, motion carried.
 - Adjournment – Motion to adjourn at 6:47 p.m. by Supervisor Kroll, seconded by Supervisor Pardun. All in favor, motion carried.
 - Next Regular Town Board Meeting is on March 11th, 2024, at 6:00 p.m.