

Town of Sand Lake
Regular Town Board Meeting
Monday, August 11th, 2025
6:00 p.m.

- The meeting was called to order at 6:00 p.m. by Chairwoman Melanie Connor Johnson.
- Roll Call of Officers – All present. Treasurer Crystal Houman is absent.
- Public Notice of the meeting was made in two physical locations (Town Hall and Town Shop) on 08/09 and on the Town’s website on 08/10.
- Approval of Agenda Order – Motion to approve the agenda by Supervisor Ken Pardun, second by Supervisor Karolyn Kroll. All in favor, motion carried.
- Approval of Minutes from Regular Meeting 07/14/2025 – Motion to approve the minutes from 07/14/2025 by Supervisor Kroll, second 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.

None.

- Chair Report – 07/10/2025 she responded to Dave Hall’s question regarding a land use permit for a garage building project on Dongola Road. 07/18 Claudia Lee shared a raw data list of all STRs in the county as a follow-up from the last Short Term Rental Coalition Committee Meeting. 07/24 she attended the WTA meeting at the County Government Center. The topics discussed included the LRIP projects and application timeline. Sand Lake is eligible this year for a non-competitive allocation of \$18,000 match funding (project in 2026). When budget planning and project planning for next year, we should identify which project will be funded with LRIP funding and note that in the RFP. Wake boat discussions as well. 07/30 WISDOT released the application materials for the Local Bridge Improvement Assistance Program 2026-2031 cycle. We can take another look at this application for the Emerson Bridge, however the bridge rating is still generally high, and this competitive funding program really attempts to address bridges in the worst condition and most heavily traveled. Our previous applications were not selected for funding. 08/11 Question from Laura Jensen and Joel Springer for the Roads Department regarding cutting the curve around Owl Lake Road and the timeline for pothole filling. She forwarded this email to Brad and Ken for a response. Per Brad, mower is in repair at this time. Pothole patching to happen soon. Laura replied, “the person mowing turned around at Owl Lake Road and went to Hwy 70 so it must not have been broken”. Brad confirms it was the new road worker, and it will be caught when they finish mowing over at Larrabee Subdivision.
- Clerk Report – She brought a transaction report of revenue we received for Public Accommodations (room tax) for when we have better direction on cutting a check back to the Short Term Rental Coalition for the payments we received directly to Sand Lake Township that should have been sent to the STR Coalition. Per Melanie, 08/25 they will have a STR meeting in Webster at the Village Hall at 5:30p.m. We received a check from the County for address signs in the amount of \$140.00 and will give to Crystal with the other bills. Notice of a new home construction on Birch Rd. Notice of a land transfer from a trust into MFL land, will file. IRS

Notice re: missing filing, but she is unable to locate the year and unsure what to do, can attempt to call the IRS and explain that it was a previous clerk and previous accounting software? Prebuy for Burnett Dairy, need to send a check by 08/30. Regular bookwork is up to date. Buying a new computer for Deputy Clerk through Momentum Computer Solutions and will get the \$400 service from him as well for it. Motion to add it to Matters for Discussion and Possible Action by Chairwoman Johnson, second by Supervisor Kroll. All in favor, motion carried.

- Deputy Clerk Report – State Elections Commission sends out postcards to new registrants from the last election, we have received some back for investigation. She will look into them.
- Treasurer Report – The Equipment Fund balance as of 07/31/2025 was \$26,229.10. The General Fund balance as of 07/31/2025 was \$256,289.17 with total subtractions of \$39,717.44 and total additions of \$36,876.19. The additions were State of WI Quarterly Transportation Aid in the amount of \$29,294.81, State of WI Fire Dues in the amount of \$5,463.78, State of WI July Shared Revenue in the amount of \$2,106.16, and interest of \$11.44. Motion to approve the Treasurer's Report as presented by Clerk Olson by Supervisor Pardun, second by Supervisor Kroll. All in favor, motion carried.
- Supervisors Reports – Nothing to report.
- Planning Commission Report – Nothing to report.
- Road Report – Brad Huser states they are in the middle of mowing. Shared mower needed repairs (bearings). Another dump truck full of patch. Concentrating on the sections we will be overlaying. Overlay will be sometime in the first half of September. Tire went out on the loader, ordered a new one from Bauer. He sent the bad tire to be repaired, has a lead on a new rim for \$1,800.00 with frame and he wants to get the go ahead to purchase that (save us time later to have a tire ready). Chairwoman Johnson states Brad should get the rim. Chairwoman Johnson wants to inform the public about any road closures ahead of the overlay (workers in the area).
- Matters for Discussion and Possible Action
 1. Subdivision Ordinance Approval – Motion to approve Town of Sand Lake Ordinance 2025-01 – Subdivisions with the following changes; page 1 sewerage becomes sewer, section 8a changes is encourage to must, section 9b and becomes any, and 10e Oakland becomes Sand Lake by Supervisor Kroll, second by Supervisor Pardun. All in favor, motion carried. Ordinance 2025-01 is approved. Clerk Olson will post it.
 2. New Town Hall Bid Opening – None received. We could extend the project or advertise it as a "Design Bid". Motion by Chairwoman Johnson to extend the bid until September 5, 2025, second by Supervisor Pardun. All in favor, motion carried. She will reach out to the Towns Association to ask for guidance on moving forward if nobody responds.
 3. Propane Prebuy – Motion to purchase 2400 gallons by Supervisor Kroll, second by Supervisor Pardun. All in favor, motion carried.
- Pay Bills – \$8,730.83 for bills. Motion to pay the bills by Supervisor Pardun, second by Supervisor Kroll. All in favor, motion carried. Reminds the group to start thinking about budget season, road tours, road projects, etc.
- Motion to adjourn the meeting by Supervisor Kroll at 6:28 p.m., second by Supervisor Pardun. All in favor, motion carried. Next Meeting – Monday 09/08/2025 at 6:00 p.m.