

Town of Sand Lake
Regular Town Board Meeting
Monday, September 8th, 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.
- Public Notice of the meeting was made at the Town Hall, Town Shop, and on the Town’s website on 09/07/2025.
- Approval of Agenda Order – Motion to approve the agenda as presented by Supervisor Kenneth Pardun, second by Supervisor Karolyn Kroll. All in favor, motion carried.
- Approval of Minutes from Public Hearing 08/11/2025 and Regular Meeting 08/11/2025 – Motion to approve the Minutes from the Public Hearing and Regular Meeting both on 08/11/2025 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.

Will Rossbach at 5251 Gaslyn Road has a question on a plan to replace the street sign on Gaslyn Rd and County Rd X. Per Brad Huser, the order got mixed up and he had to reorder.

- Chair Report – On 08/17, she received an email from Treasurer Crystal Houman about looking at better interest rates at banks. They may explore further. On 08/17, the Big Sand Lake Association asked about signage for cattail removal, she forwarded it to Brad in the Roads Dept. On 08/20, Mallard Lake Resort had a question about potholes, directed to Brad as well. On 08/22, she shared the Subdivision Ordinance, and it is now on the website. On 08/25, the STR Committee Mtg was held but she was unable to attend. She will share the minutes when they are available. On 09/05, the LRIP Training went online. She also received a notice from Burnett County about the Burnett County Land Use. WISLR packet is here.
- Clerk Report – Insurance review in October from Rural Mutual Carl? No changes to the policy, he was recently here, no need to have a review at this time. Ten hours of training taken in early September for election work, she will be in compliance of the requirement of six hours training. Room tax email from Ed Dedman. Routine bookwork.
- Deputy Clerk Report – Nothing to report.
- Treasurer Report – Equipment Fund Account as of 08/31/2025 was \$26,244.34. General Fund Account as of 08/31/2025 was \$239,176.78. Total subtractions were \$19,376.53 and total additions were \$2,264.14. 08/20 deposit of \$2,253.56 which included liquor licenses and ad fees of \$862.01, Avalara (Quarterly Room Tax) of \$738.71, and Evolve (Quarterly Room Tax) of \$652.84. Interest of \$10.58 occurred on 08/31. The pet report was submitted to the County last week. Settlement is here as well. Motion to accept the report by Supervisor Pardun, second by Supervisor Kroll. All in favor, motion carried.

- Supervisors Reports – Sheriff Dept called Supervisor Kroll about a tree down and mentioned they still have “Amy” on the list for calls. She got a second call about a shed. The fire meeting is on 10/01. Brad will call dispatch to remove Amy and make sure he is primary on their call list. Supervisor Pardun has nothing to report.
- Planning Commission Report – Nothing to report.
- Road Report – Mowing completed in August, shared mower returned to Meenon. Another load of patch came, still patching. Still brushing. Blew a hydraulic line on the skid steer. Overlays coming soon on Gaslyn between Normans Landing Rd and Emerson Rd and on Sand Lake Road by the Town Shop. Loaded rim is on its way. Floating bog wedged at the bridge on Emerson, called the DNR and got permission to move it under the bridge with the backhoe and Supervisor Pardun’s assistance. Road Tour in the next month with Supervisor Pardun, budget planning for October meeting.
- Matters for Discussion and Possible Action
 1. Building Design Update – Aaron from Structural Buildings is present. Presents a design for standalone facility for Town Hall. Question on connection to the Town Shop. Aaron states a breezeway between the two would be the best way to connect the buildings if it is desired. Building is 40x35 with a mechanical room, storage, ADA bathroom, one office, and open space for meetings/elections. The 8x8 porch would be nice for public postings. Under 25,000 cubic ft does not require state review, architectural plans, structural engineering. State review also takes additional time. Turnkey quote, estimated with a flat site and an allowance for excavation, \$250,000-\$275,000. He states he is resistant to do a whole bunch of design work and then have the Town choose a different vendor. He states they have a design retainer of \$5,000 with a list of what they provide in that amount, provides a document to the Town Board. Chairwoman Johnson motions to accept the \$5,000 cost, Supervisor Pardun seconds the motion. All in favor, motion carried. Built up monies for the last couple years of repairs for current Town Hall that were not used. Aaron states he will take Brad’s number and set up a walk through with him at the Town Shop site. Chairwoman Johnson wants to share the information with the Election workers to make sure it will work for them as well, and in compliance with the requirements for voting. If design finalization can be finished this fall, we can move the process along with a “to the penny” quote on the project. Collect permits and such through the winter and begin construction in Spring 2026.
 2. Internet Project Update from Starwire Technologies – Joe Cremin, Starwire Technologies, states they started the State broadband grant project awhile back. They officially have all the fiber that is part of the grant in the ground now. Hopkins Rd requires a little splicing. Other than that, the project will be completed in Sand Lake Township. Couple more things to do on the Meenon Township side. Full expansion down Petersen Rd while in the area. In order to close out the grant with the State, the Township Resolution for Township contribution stated the Township would make a payment after the State’s approval of the final reimbursement. The State changed the process to see the Town’s contributions prior to final reimbursement. The Town needs to cut a check for \$8,000.00 if the Board agrees to change the language. Motion to amend the Resolution with Starwire and make the payment of \$8,000.00 to Starwire Technologies effective

09/08/2025 by Supervisor Kroll, second by Supervisor Pardun. All in favor, motion carried. He will provide an invoice to Clerk Maggie Olson to pay off.

3. Bocan Statement – Proposal to provide a statement to the Burnett County Land Use Committee re: CUP25-16-Bocan. CUP for campground off Hwy 70. Chairwoman Johnson reads the statement she plans to send for the 10/07 hearing at Burnett County. First Public Hearing at Burnett County is community engagement. It then must go to a rezone, legislative act of the County Board. The Town does not have authority over what happens, as the Town does not have zoning. Chairwoman Johnson will sign the letter, there are spots for Supervisor Kroll and Supervisor Pardun as well.
- Pay Bills – \$5,194.67 in bills. Motion to pay the bills by Supervisor Kroll, second by Supervisor Pardun. All in favor, motion carried.
 - Motion to adjourn the meeting at 6:43 p.m. by Supervisor Kroll, second by Supervisor Pardun. All in favor, motion carried. Next Meeting – Monday 10/13/2025 at 6:00 p.m. Initial budget work up meeting at 5:30 p.m.