

Town of Sand Lake  
Regular Town Board Meeting  
Monday, February 9<sup>th</sup>, 2026  
6:00 p.m.

- The meeting was called to order at 6:00 p.m. by Chairwoman Melanie Connor Johnson.
- Roll Call of Officers – Absent Maggie Olson, Clerk
- Public Notice of meeting was made on 2/8/2026 in both physical locations (Town Hall and Town Shop) and on the Town’s website.
- Approval of the Agenda Order – Motion to approve the agenda as presented by Supervisor Ken Pardun, second by Supervisor Karolyn Kroll. All in favor, motion carried.
- Approval of the Minutes from January 12<sup>th</sup>, 2026. Regular Town Board Meeting – Motion to approve the minutes by Supervisor Karolyn Kroll, seconded by Supervisor Ken 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: Chair reports that on Jan. 16<sup>th</sup> Following the January meeting, she began the process of researching loan options with financial institutions to finance our municipal building. On Jan. 22<sup>nd</sup> the Towns Association Meeting was held in Siren, Chair was not able to attend it was negative 30 below and at 7PM at night. On Jan. 22<sup>nd</sup>. The Wisconsin Department of Revenue released their Innovation Grant Application; this was introduced last year. It is available to Municipalities who are interested in consolidating municipal services, like: law enforcement, plowing, waste management, with a partner municipality or county to save costs, in admin. Sand Lake looked at it last year, but it was not a good fit, as we don’t currently provide any of the eligible services. On Jan. 26<sup>th</sup> LRIP sent a reminder regarding the posting requirements for all LRIP projects, it is a class 2 posting and must identify the project as a LRIP project in the posting / RFP. On Jan. 27<sup>th</sup> Sand Lake received updated building plans with the requested changes to the egress doors, and updated cost guidance. That was shared with our Deputy Clerk of Elections for review and comment. Structural Buildings also reviewed the state codes, to confirm that all doors, exists, and spaces were in compliance for this building. Out-swing doors added a cost to our contract. \$3,000 Total Build is now just under \$319,000. We are ready to commit to the project plan and the lender that is on the agenda coming up tonight. Lastly, on Feb. 6<sup>th</sup>, we received an update from our attorney handling the lawsuit regarding the accident on Lilly Lake and Austin Lake. The Town of Sand Lake has been dismissed from this lawsuit, good news. Thanks to everyone who looked for documents, provided testimony and worked on the legal requests over the past year plus.
- Clerk Report – Clerk absent, no report given

- Deputy Clerk Report – Peggy Tolbert provides an overview of upcoming elections. There is no February primary election this year. The next election is the April Spring Election. Ballots are not yet published. Absentee Ballots will be available in March. There will be training opportunities for election workers, and observers over the next weeks. Peggy will be coordinating those trainings with the election workers.
- Treasurer Report – The Equipment Fund Balance as of 1/31/2026 was \$26,299.97. The General Fund Balance was \$511,307.99. Total subtractions were \$159,178.60 and total additions were \$470,434.37. Additions included property tax deposits of \$438,406.24, a deposit from the State of Wisconsin in the amount of \$31,394.95 and \$616.91, and \$16.27 earned in interest. Tax collection at the municipal level ended January 31<sup>st</sup>, 614 payments were receipted totaling \$885,429.72 (70%) of total tax roll collected. The property tax close out with the county was completed last week, going forward all property tax payments must be paid to the county. Reminder, dog licenses are still due to the Town and will be processed by the Treasurer. Motion to accept the Treasurer’s Report by Supervisor Karolyn Kroll, seconded by Supervisor Ken Pardun. All in favor, motion carried.

- Supervisors Reports

None

- Road Report – Brad Huser reports that the cold weather has made things challenging, just ensuring that the equipment is running in sub-zero temperatures is work every day. With the next few days of thaw, the road crew will be scraping the roads back to black top where possible and moving slush off roadways. He will need more salt/sand from the county and will get that delivered this week. Discussion related to accident at Glaslyn and Okerlund Road. With the lack of snow PT crewman have not been needed PT wages is at a minimal level last month. Brad will be on vacation beginning February 28<sup>th</sup> returning March 14<sup>th</sup>, Supervisor Ken Pardun will be covering the roads department work while Brad is away. Brad will be absent at the March Meeting.
- Matters for Discussion and Possible Action
  - Webster School District Operational Referendum – Josh Hetfield, Webster School District Superintendent, and Chaz Heinz, Webster School Board President provided an introduction to the school operating referendum appearing on the ballot in the Spring 2026 election. Mr. Hetfield provided context related to why the referendum is needed directs questions to the schools website. He is also available for questions by email or appointment.
  - Review & Final Approval of Future Town Hall Building Plans – Final review and discussion of plans as provided by Structural Buildings. Discussion, no changes to plan at this time. Motion to accept the final facility plan as presented with a cost of \$318,937.84 and commit by signature of the contract from Structural Buildings reference “Turnkey Contract for Sand Lake Town Hall” 1.27.2026 - Motion by Supervisor Ken Pardun, second by Supervisor Karolyn Kroll. All in favor, motion carried.
  - Community Bank Loan Application for New Town Hall. Discussion related to lending options and interest impact. Review of lending agency options. Motion to borrow \$319,000 from Community Bank for the purchase of a new Municipal Building to be built by Structural Buildings in 2026 – Motion by Supervisor Ken Pardun, seconded by Supervisor Karolyn Kroll. All in favor, motion carried. Motion to move the account referred to as “Equipment Fund” currently held at Old National

Bank to Community Bank as an interest earning deposit account, Titled “Town of Sand Lake Capital Expense Account” Motion by Supervisor Ken Pardun, seconded by Supervisor Karolyn Kroll. All in favor, motion carried.

- Pay Bills – Bills presented by Crystal Houman, Treasurer. Motion to pay the bills made by Supervisor Ken Pardun, seconded by Supervisor Karolyn Kroll. All in favor, motion carried.
- The meeting was adjourned at 6:36 by Supervisor Karolyn Kroll, seconded by Supervisor Ken Pardun. All in favor, motion carried. The next meeting will be on Monday March 9<sup>th</sup>, 2026 at 6: p.m.