

Town of Round Lake
Regular Board Meeting Minutes
Date: Thursday, September 11, 2025 - 6:30 p.m.
Town Hall - 10625 N County Road A Hayward, WI 54843

1. Call to Order

The meeting was called to order at 6:30 p.m. by Chairman Strandlund.

Attendance:

- Chairman Jim Strandlund
- Supervisor Kay Wilson
- Supervisor Dan Palmer
- Supervisor Darin Jensen
- Supervisor Scott Verbeck
- Clerk Frank Leuschen
- Treasurer Vickie Palya
- Road Staff Doug Laier (Online)
- LUPC Chair Ginny Chabek

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those present at the Town Hall.

3. Certification of Meeting Notice

Clerk Leuschen certified that the meeting notice was posted and published in accordance with Wis. Stat. § 19.84. The agenda was posted on the Town website and on the official notice boards at the Town Hall and the Recycling Center on September 10, 2025.

4. Approval of Minutes – Regular Board Meeting, August 14, 2025

Clerk Leuschen requested that the approval of August 14, 2025, meeting minutes be tabled to ensure conformity with Wisconsin State Law.

Motion by Supervisor Jensen, seconded by Chairman Strandlund, to table approval of the August 14, 2025, meeting minutes until the October Regular Meeting (October 9th, 2025). Motion carried unanimously (5–0).

5. Public Comments

- Martin Hansen thanked the Board for the placement of a portable toilet at the Busse Road Boat Landing.
- Kathy McCoy offered comments regarding overall meeting organization and emphasized transparency.

6. Monthly Recycling Card Drawing

Rick Riley was selected as the monthly recycling card drawing winner.

7. Road Report – Doug Laier

Doug Laier provided the monthly road report, including:

- Ongoing equipment maintenance,
- Shoulder grading,
- Storm damage cleanup,
- Beaver dam issues.

8. Land Use Planning Commission (LUPC) Report – Virginia Chabek, Chair

- Certified Survey Map (CSM): Preliminary CSM submitted by Todd Goold was reviewed and approved by LUPC.
- Driveway Ordinance: Revised ordinance approved by LUPC and forwarded to Clerk for formatting.
- Room Tax Report: Surveys of TRH owners will be distributed by email between September 17–26, with Clerk Leuschen assisted by Kimberly.
- HLVCB Contract: Renewal must be decided at the October Regular Meeting (October 9th, 2025).
- Letter to Sawyer County Health and Human Services: Drafted regarding abandoned property with potential health hazards.
- Agriculture Parcels: Discussion of parcels under five acres for potential rezoning.

9. Callahan/Mud Lake District Report – Supervisor Verbeck

- The first Annual Meeting was held on August 31, 2025. Both the 2025 working budget and 2026 budget were approved.

- New Board Members elected: Matt Casper (Chairman) and Tom Dickman (Secretary).
- Compensation for Scott (\$50.00 per meeting) was tabled and recommended for addition to the next Regular Meeting (October 9th, 2025)

10. Certified Survey Map – Division of Deed Document #440819

The Board reviewed a Certified Survey Map (CSM) of a 15.02-acre parcel located in the NE ¼ of the NW ¼, Section 28, T41N, R8W. The survey was completed by Point North Land Surveying, prepared by Todd C. Goold, RLS #2489, and dated August 27, 2025. The CSM was presented to the Board by Steve Maybe. The Land Use Planning Commission reviewed the CSM at its September 9, 2025, meeting and recommended approval. Discussion by the Board included right-of-way considerations. Motion by Supervisor Verbeck, seconded by Supervisor Jensen, to approve preliminary CSM Document #440819. Motion carried unanimously (5–0).

11. Driveway Ordinance #2010-01 (Amended) Revisions & Permit Application

The Board discussed several revisions:

- Section 12 Penalty: Suggested to replace “shall” with language providing a reasonable timeframe for compliance, requiring written contracts with completion dates (no verbal agreements). A \$100 fine may be applied if deadlines are missed.
- Clarification needed regarding consequences if a driveway is added without a permit, including fee recovery/penalties.
- Section 7 Specifications (Subsection K): Requirement for a vertical clearance of 16 feet.
- Possible need for public hearing and repeal of prior ordinance before adoption of new.

Motion by Supervisor Jensen to table approval of the ordinance revisions until the October Regular Meeting. Seconded by Supervisor Palmer. Motion carried unanimously (5–0).

Motion by Supervisor Jensen to table the pending driveway permit application changes until the October Regular Meeting. Seconded by Supervisor Verbeck. Motion carried unanimously (5–0).

12. Delmore Consulting – Services Offered

Presentation by Chairman Jim Strandlund included PASER/WISLR reporting, road planning, and grant writing. Public comment from Kathy McCoy suggested such services were unnecessary. Motion by Supervisor Verbeck, seconded by Supervisor Palmer, to take no action. Motion carried unanimously (5-0).

13. Alcohol License – Captiva Couple LLC (Dow's Corner Bar)

Motion by Supervisor Verbeck, seconded by Supervisor Jensen, to approve the 2025-2026 Class B Alcohol License (#BLB 2012) for Captiva Couple LLC, doing business as Dow's Corner Bar, with Crystal Wieczorek designated as the Agent. The license shall be valid from September 11, 2025, through June 30, 2026. All requirements and procedures outlined under the Wisconsin State Statutes Chapter 125 governing the issuance of alcohol licenses were followed. Motion carried unanimously (5-0).

14. Operator's License – Victoria Lynk

Motion by Supervisor Jensen, seconded by Supervisor Verbeck, to approve the Operator's License application for Victoria Lynk. All required paperwork and payment were received in full from the applicant prior to consideration. The license was issued in accordance with the applicable provisions of Wisconsin State Statutes, Chapter 125, governing alcohol licensing. Motion carried unanimously (5-0). The license is valid from September 11, 2025, through June 30, 2026.

15. American Tower Lease Proposal (Site #211543, 11556W Lawry Road)

Chairman Strandlund reported that he had been in contact with Landmark Dividend regarding consulting on potential lease proposals for the American Tower site located at 11556W Lawry Road. Based on the information provided, a signing bonus of \$50,000 and a monthly lease payment of \$3,000 could be considered appropriate for the site. Motion by Chairman Strandlund, seconded by Supervisor Palmer, to take no action on the matter at this time. Motion carried unanimously (5-0).

16. Fire Department Report – Chief Mike Schmidt

- Written report provided covering calls from August 14, 2025 – September 11, 2025
- Insurance claim of \$12,577.29 has been paid.
- A Fire truck was sent in for engine leak repairs.

- Fire inspections are ongoing, including Spider Lake and Hunter properties.

17. Clerk's Report

Year-to-date budget report presented (January 1st, 2025 – August 31st, 2025). Motion to approve by Chairman Strandlund, seconded by Supervisor Palmer. Motion carried unanimously (5–0).

18. Treasurer's Report

Treasurer presented August monthly receipts, vouchers, and account balances.

19. Approval of Checks and Vouchers

Motion by Supervisor Palmer, seconded by Supervisor Verbeck, to approve August 1st, 2025 to August 31st, 2025 checks and vouchers as presented. Motion carried unanimously (5–0).

20. Correspondence and Reports

Items presented for discussion only (no action taken):

- Upcoming Grant Writing Seminar (September 22–23).
- WTA Fall Town & Village Workshop (September 17, 2025, 8:00 a.m.–3:00 p.m. at Lakewood's Resort, Cable, WI). Supervisor Wilson and Clerk Leuschen to attend.
- Supervisor Jensen reported follow-up regarding the abandoned property on Chief River Road.
- Video materials received regarding LRIP Grants.
- Email received from Town of Hunter regarding fire contract.
- Power line cut on Moose Lake Road; Jump River Electric will bill the offender.
- Supervisor Jensen noted that a Sawyer County K-9 unit was recently put down.

21. Future Agenda Items

No items requested.

22. Adjournment

The meeting was adjourned at 8:12 p.m.

**TOWN OF ROUND LAKE
STATE OF WISCONSIN**



chairperson



supervisor



supervisor



supervisor



supervisor

OCTOBER 9TH 20 25