

Town of Round Lake – Regular Board Meeting Minutes

Date: Thursday, October 9, 2025

Time: 6:30 p.m.

Location: Town Hall, 10625 N County Road A, Hayward, Wisconsin

1. Call to Order

The Regular Monthly Meeting of the Town of Round Lake Board was called to order at 6:30 p.m. by Chairman Strandlund.

- Chairman Strandlund
- Supervisors: Verbeck, Palmer, Wilson, Jensen
- Clerk Leuschen
- Treasurer Palya
- Road Crew Doug Laier (Online)
- Fire Chief Schmidt
- Land Use Planning Commission Chair Chabek
- Guests: Mindy Simons (Hayward Lakes Visitors & Convention Bureau), members of the public (several in attendance both in-person and online)

2. Pledge of Allegiance

The Pledge of Allegiance was recited by all present.

3. Certification of Proper Meeting Notice

Clerk Leuschen certified that the notice of the Regular Town Board Meeting was properly posted on Monday, October 6, 2025, in compliance with Wisconsin Statute § 19.84. The notice was publicly posted on the Town Hall bulletin board, the Town Recycling Center bulletin board, and on the Town of Round Lake official website.

4. Approval of Agenda

The agenda was reviewed. No changes or reordering were made.

5. Approval of Previous Meeting Minutes

Motion: Supervisor Wilson moved, and Supervisor Jensen seconded, to approve the minutes of the August 14, 2025, and September 11, 2025, regular board meetings.

Motion carried unanimously (5–0).

6. Public Comment

The first public speaker was Supervisor Verbeck, who raised concerns about potential ethical considerations related to a previous board vote involving another supervisor.

Following this, Mindy Simons, Executive Director of the Hayward Lakes Visitors and Convention Bureau (HLVCB), addressed the Board. She explained the HLVCB's marketing strategies, outlining the services and tourism promotion the Bureau provides to the Town of Round Lake. She also answered several board questions regarding the Bureau's reporting and performance under the current Tourism Entity Agreement.

7. Monthly Recycling Card Drawing

The regular monthly recycling card drawing was conducted.

8. Road Report – Doug Laier, Road Crew

Doug Laier provided the following updates:

- Callahan Road and South Shore Road improvement projects were completed.
- A replacement windshield for the town tractor had been ordered and installed.
- Cold patching was ongoing and weather dependent.
- Shouldering work continued where conditions allowed.

9. Land Use Planning Commission Report – Chair Chabek

Chair Virginia Chabek presented the LUPC report:

- Sawyer County Poll: The Commission recommended supporting Option F at a 30% limit for the combined total of “camping cabins” and “park model trailers” in licensed campgrounds, to align with Sawyer County Zoning's proposed amendments.
- Room Tax Review: Following a one-year review of the Town's participation in the HLVCB Tourism Entity Agreement, the Commission recommended discontinuing the agreement, citing concerns about limited measurable benefits. A survey conducted in September 2025 included responses from 19 Tourist Rooming House owners, of which only a minority favored continuation.

- Town Survey 2026: The Commission will schedule a working session in November; no action was taken at this time.
- Rezoning Review: Fourteen parcels currently zoned Agricultural (A-1) under five acres in size were identified as potential rezone cases. Meetings with Sawyer County Zoning officials are scheduled for November 2025.

10. Callahan/Mud Lake District Report – Supervisor Verbeck

Supervisor Verbeck, the current Town representative, reported:

- Annual dues collection for 2025 was in progress.
- Ongoing legal matters related to district boundaries were under review.
- New board members had been appointed and were transitioning into their roles.

11. Compensation for the Town of Round Lake Representative to the Callahan and Mud Lake District Board.

Discussion: The Board reviewed compensation for the Town's appointed representative to the Callahan and Mud Lake Protection & Rehabilitation District Board.

Motion: Supervisor Palmer moved, and Supervisor Wilson seconded, to establish compensation at \$50.00 per meeting, with retroactive from May 1st, 2025, to Present (October 9th, 2025). Motion carried 4–0, with Supervisor Verbeck abstaining due to a conflict of interest.

12. Tourism Entity Agreement with Hayward Lakes Visitors and Convention Bureau.

The Board reviewed the Plan Commission's recommendation to discontinue participation in the Tourism Entity Agreement with the Hayward Lakes Visitors & Convention Bureau (HLVCB). The recommendation followed a year-long review of the Town's Room Tax Ordinance No. 02-2021, related financial data, and a survey of 19 licensed Tourist Rooming House (TRH) owners, with 83% favoring discontinuation of both the room tax and the HLVCB contract.

Plan Commission Chair Virginia Chabek reported that while HLVCB promotes tourism across the greater Hayward Lakes region, the state's 70/30 statutory revenue split (Wis. Stat. § 66.0615) limits how much of the collected funds can be used locally. The Commission concluded that the program provides minimal measurable benefit to the Town of Round Lake relative to its contribution. HLVCB Executive Director Mindy Simons confirmed the Bureau's willingness to continue collaboration and provide more detailed reporting.

It was also noted that the Town's Room Tax Ordinance requires 90 days' written notice before November 1, 2025, to terminate the agreement, while the HLVCB contract itself specifies a 60-day written notice. Motion: Supervisor Palmer moved, seconded by Supervisor Verbeck, to extend the HLVCB Tourism Entity Agreement for one additional year (calendar year 2026).
Vote: Motion carried unanimously (5–0).

13. Discussion – Armor Coating Company Quote

Chairman Strandlund presented a quote dated September 24, 2025, from Armor Coating Company for concrete coating of the maintenance shop floor, estimated at \$17,700 with a \$5,310 deposit. Discussion noted that existing concrete degradation resulted from salt exposure over many years. The Board decided to defer action and consider the project as part of the 2026 budget planning process.

14. Town of Hunter Fire Contract Proposal

Chairman Strandlund summarized negotiations with the Town of Hunter regarding the 2026 fire protection agreement:

- The proposal outlined by the Town of Hunter established a three-year contract with a flat annual rate of \$28,000, with one-half of the 2% statutory fire dues included as part of the annual payment.
- Supervisors discussed the significant cost increase from prior contracts due to historic underfunding and the need for sustainable compensation for fire services.

Motion: Supervisor Wilson moved, seconded by Supervisor Jensen, to approve a two-year contract with the Town of Hunter for fire protection services at a rate of \$28,500 annually, to include one-half of the 2% fire dues, and a 2% annual increase for the duration of the contract.

Vote: Motion carried 4–1

15. Fire Protection Agreement – Town of Spider Lake

Chairman Strandlund provided an overview of the Auto Aid Agreement discussions with the Town of Spider Lake. Following input from Supervisor Verbeck, Supervisor Palmer, and Fire Chief Mike Schmidt, the Board agreed that the proposed agreement was equitable and beneficial for emergency response coordination. Motion: Supervisor Jensen moved, and Supervisor Verbeck seconded, to approve the Auto Aid Agreement with the Town of Spider Lake. Motion carried unanimously (5–0).

16. Sawyer County Zoning Committee – Option F Poll

The Board reviewed the Sawyer County Zoning Committee poll regarding the proposed amendment to the Sawyer County Zoning Ordinance establishing a limit on the combined total percentage of camping cabins and park model trailers permitted within licensed campgrounds. The Land Use Planning Commission (LUPC) previously recommended supporting Option F at a 30% limit, emphasizing the importance of managing density, protecting environmentally sensitive areas, and maintaining consistency with existing zoning goals.

During discussion, Chairman Strandlund stated that the 30% limit appropriately balances responsible development with environmental protection and community expectations. Supervisor Wilson agreed, noting that a lower limit helps preserve the Town's rural character and reduces potential strain on local infrastructure, such as private roads, wells, and septic systems.

Supervisors Jensen and Verbeck supported the 50% limit, explaining that a moderate increase would allow campground owners flexibility to adjust to market demand while still maintaining reasonable density and protecting local natural resources. Both emphasized that campground operations are an important part of the local economy and should have some ability to evolve responsibly.

Supervisor Palmer supported the 100% limit, stating that private property owners should have full discretion to determine how to develop and manage their campground sites, provided they comply with existing zoning, health, and environmental regulations.

After deliberation, the Board completed its advisory vote to be reported to the Sawyer County Zoning & Conservation Committee ahead of the public hearing scheduled for October 17, 2025, in the Sawyer County Board Room.

Vote Results:

- **30% limit – 2 votes** (Chairman Strandlund and Supervisor Wilson)
- **50% limit – 2 votes** (Supervisors Jensen and Verbeck)
- **100% limit – 1 vote** (Supervisor Palmer)

17. Driveway Ordinance No. 2025-01

The Board reviewed the proposed Driveway Ordinance No. 2025-01 and the repeal of the existing Driveway Ordinance No. 2010-01 (last amended June 10, 2021). Discussion included updates to the driveway permit application replacing the wording “Signature of reasonable party” with “Signature of responsible party.”

Additional revisions were made to Section VII(F) to correct a drafting error, allowing up to three (3) driveways per parcel where a parcel has at least 180 feet of total road frontage, instead of the previous two-driveway limit. Section XII (Enforcement) was clarified to state that enforcement of the ordinance shall be carried out in accordance with Wisconsin State Statutes.

The Clerk advised that under Wis. Stat. § 60.80, the ordinance must be published as a Class 1 notice in the Town’s official newspaper before it becomes effective, and that publication would take place the following Wednesday (October 15, 2025) to ensure continuity between the repeal of Ordinance No. 2010-01 and the adoption of Ordinance No. 2025-01.

Motion: Chairman Strandlund moved to repeal Driveway Ordinance No. 2010-01 and adopt Driveway Ordinance No. 2025-01 as presented with the noted corrections. Seconded by Supervisor Wilson. Motion carried unanimously (5–0).

18. LUPC Letter – Sawyer County Health and Human Services

Following discussion of the property at 11116 W Chief River Road, the Board reviewed the LUPC letter citing health and safety hazards related to abandoned buildings and vehicles.

Motion: Supervisor Jensen moved, and Supervisor Wilson seconded, to forward the LUPC letter to Sawyer County Health and Human Services. Motion carried unanimously (5–0).

19. Resolution 03-2025 – Exceeding the Levy Limit

Clerk Leuschen presented Resolution 03-2025, authorizing the Town to exceed the allowable state levy limit by \$250,000 for the 2026 tax levy, increasing the total levy to \$660,428 (a 60.912% increase). A Special Town Meeting of the Electors was scheduled for October 30, 2025, at 6:30 p.m. to vote on the measure. Motion: Supervisor Verbeck moved, and Supervisor Jensen seconded, to approve Resolution 03-2025. Motion carried unanimously (5–0).

20. Operator’s License Application

Applicant: Marvin Scott Verbeck. Effective October 9, 2025 – July 1, 2026, contingent upon a background check and all other requirements per Wis. Stat. § 125. Motion: Chairman

Strandlund moved, and Supervisor Jensen seconded, to approve the license. Vote: Motion passed 4–0. Supervisor Verbeck abstained due to personal conflict.

21. Fire Department Report – Fire Chief Mike Schmidt

Fire Chief Schmidt presented the monthly Fire Department report, summarizing recent call activity and responses. Supervisor Jensen noted several medical emergency calls involving choking incidents during the past month. Chief Schmidt confirmed that all Emergency Medical Responder (EMR) units remain fully equipped and operational for handling such incidents. Informational; no action taken. Fire Inspection are still ongoing.

22. Clerk's Report

Clerk Leuschen presented year-to-date budget reports (January 1st, 2025 – September 30th, 2025) The Clerk confirmed inclusion of payment addressing recent road project updates (Callahan/South Shore Roads).

23. Treasurer's Report

The Treasurer's report was presented, including monthly receipts, vouchers, and account balances from September.

24. Approval of Checks and Vouchers

Motion: Supervisor Palmer moved, and Chairman Strandlund seconded, to approve the September disbursements. Motion carried unanimously (5–0).

25. Correspondence

- a. The Board reviewed correspondence and informational updates presented by Chairman Strandlund and Clerk Leuschen. Discussion included ongoing communications regarding potential revisions to the existing lease agreement for the Lawry Road tower site, including terms of lease buyout proposals and long-term revenue options currently under review.
- b. Chairman Strandlund also led a discussion on the importance of making the Town's current ordinances more accessible to the public, noting feedback from residents and referencing consultation with the WTA. The consensus was that while full publication of every ordinance is not required, a public listing or index of existing ordinances should be added to the Town website with a disclaimer that complete copies are available for inspection at the Town Hall.

- c. Supervisor Jensen specified best practices for responding to Open Records Requests submitted through the Town's website, much like the County, emphasizing proper documentation and timeliness under Wis. Stat. § 19.35. Finally, the Clerk stated he would talk with the Sawyer County Clerk's Office.

26. Future Agenda Items

Items proposed for November meeting:

- Resident concern regarding County Road B (lakeside properties).
- Possible upcoming CPR/AED training opportunities for 2026.

26. Adjournment

With no further business, the meeting was adjourned at 8:43 p.m.

Submitted by:

Frank Leuschen III, Town Clerk