

Town of Round Lake – Regular Board Meeting

Thursday November 13th, 2025, 6:30 p.m. at Town Hall (10625 N County Road A)
and via Virtual Platform

Join the meeting link:

<https://townofroundlake.my.webex.com/townofroundlake.my/j.php?MTID=mc5453644453a931ecf30316cbbc2ca3e>

Join by meeting number:

Meeting number (access code): **2551 864 8927**

Meeting password: WPrGPpQP856 (97747777 when dialing from a phone or video system)

Join by phone

+1-415-655-0001 US Toll

- 1) **Call to Order – 6:30 p.m.**
- 2) **Pledge of Allegiance**
- 3) **Certification of Proper Meeting Notice (§ 19.84)**
- 4) **Approval/Reordering of Current Agenda**
- 5) **Approval of Minutes:**
 - a. Regular Board Meeting – August 14th, 2025
 - b. Special Board Meeting – October 30th, 2025
- 6) **Public Comments**
 - a. Members of the public will have the opportunity to address the Town Board. Comments will be limited to three (3) minutes per person and must be directed to the Town Board. The Town Board cannot take action on any matter that is not listed on this agenda in accordance with Wis. Stat. Ch. 19 (Open Meetings Law). Individuals wishing to speak are asked to sign in and complete a public-comment sheet before the start of the meeting.
- 7) **Monthly Recycling Card Drawing**
- 8) **Road Report – Doug Laier, Road Crew**
- 9) **Land Use Plan Commission Report – Virginia Chabek, Plan Commission Chair**
- 10) **Callahan/Mud Lake District Report – Supervisor Verbeck**
- 11) **Discussion and Possible Action – Consideration of Operator's (Bartender's) License**

- a. Applicant: Ashleigh Magnuson. The license, if approved, will be valid from November 13, 2025, through July 1, 2026, contingent upon the successful completion of a background check and all other requirements under Wis. Stat. § 125.

12) Discussion and Possible Action – American Birkebeiner Ski Foundation Request to Temporarily Restrict Vehicle Access on Pit Road for 2026 Birkebeiner Events

- a. The Board will review correspondence dated October 1, 2025, from the American Birkebeiner Ski Foundation (ABSF) requesting permission to restrict vehicle access on Pit Road during the following 2026 events:
 - i. Wednesday, February 18, 2026 – Open Track Event: 10:00 a.m. to 3:00 p.m.
 - ii. Friday, February 20, 2026 – Kortelopet Race: 9:00 a.m. to 3:00 p.m.
 - iii. Saturday, February 21, 2026 – 52nd American Birkebeiner: 8:00 a.m. to 4:00 p.m.
- b. According to the request, Pit Road provides access to the Gravel Pit Aid Station, which is used by volunteers and medical staff during the events. The restriction is proposed to ensure safe and unimpeded emergency-vehicle access and participant evacuation if needed. Only vehicles authorized by the ABSF and emergency response units would be permitted access during the listed hours. The ABSF indicates that a staffed checkpoint would be established at the intersection of State Highway 77 and Pit Road to monitor entry.
- c. ABSF will provide the Town with proof of required event liability insurance and coordinate with emergency services as necessary.

13) Discussion and Possible Action – Sawyer County Zoning & Conservation Citation Ordinance Amendment

- a. The Town Board will review proposed amendments to the Sawyer County Zoning & Conservation Citation Ordinance (Sections 1-2-5 and 1-2-9 of the County Code of Ordinances). The proposed revisions include:
 - i. Updating statutory references and section numbering to align with the current codification of County ordinances.
 - ii. Increasing deposit amounts by \$100 for all listed citation categories; and
 - iii. Clarifying that the total citation amount equals the deposit amount plus applicable Wisconsin Circuit Court fees, forfeitures, fines, and surcharges under Wis. Stats. Ch. 814.
- b. The County indicates that the existing ordinance has not been updated since 2013 and that improved citation procedures are a key 2025 departmental goal to enhance enforcement consistency. A public hearing on the amendment is scheduled before the Sawyer County Zoning Committee on November 21, 2025, with potential County Board action in December 2025.

14) Discussion and Possible Action – Town Board Approval for Land Use Application (Accessory Structure Exemption) at 9725 N Thunderbird Road

- a. The Town Board will review a Land Use Application submitted by property owners Jason J. and Dana M. Buhs requesting Town approval of an accessory structure exemption pursuant to Sawyer County Zoning Ordinance § 4.211. The application pertains to property located at 9725 N Thunderbird Road, Town of Round Lake, Tax Parcel No. 024-741-315-207 (RR-1 Residential / Recreational One District). The request seeks permission to construct a detached accessory structure not exceeding 600 square feet in area and less than 18 feet in height at a reduced roadway setback as allowed under § 4.211, subject to the following conditions:
 - i. Town Board approval is obtained prior to construction.
 - ii. The resulting roadway setback is not less than 22 feet from the road right-of-way for a road-facing structure, or not less than 12 feet where the structure does not face the roadway (side-load).
 - iii. Vehicles and equipment shall not be stored or parked within the road right-of-way; and
 - iv. All other requirements of the Sawyer County Zoning Ordinance are met prior to permit issuance.
- b. The parcel lies adjacent to Osprey Lake, within the Residential/Recreational One (RR-1) district. Sawyer County Zoning requires Town Board action on the exemption before the County issues the final Land Use Permit for construction. Board action may approve, deny, or table the application, and may include specific conditions to ensure compliance with setback and drainage standards.

15) Discussion and Possible Action – Request for Improved “Slow Down” Signage/Markers near Louie’s Landing Bar & Grill

- a. The Town Board will hear a request submitted by Bruce Hoffman, owner of Louie’s Landing Bar & Grill, located at 10995 N Louie’s Landing Road, to consider improved or additional “Slow Down” signs or traffic safety markers in front of the establishment. The request seeks to address vehicle speed and public safety concerns along the section of N Louie’s Landing Road adjacent to the business. Discussion may include the current placement and condition of existing signage, potential options for new or upgraded signs.

16) Discussion and Possible Action – Revised Tourism Entity Agreement with Hayward Lakes Visitors and Convention Bureau (HLVCB) for Calendar Year 2026

- a. The Town Board will review the Tourism Entity Agreement originally executed between the Town of Round Lake and the Hayward Lakes Visitors and Convention Bureau (HLVCB) on October 14, 2021, together with the proposed Addendum (2) extending the term of the agreement for one additional year (January 1, 2026 – January 1, 2027). The revised document maintains all terms and conditions of the original and prior addendum agreements without modification except for the addition of a one-year term extension. The draft provided was prepared from the HLVCB’s boilerplate agreement and not altered by the Town other than the updated term addendum. Under the agreement, the HLVCB continues to serve as the Town’s designated tourism entity

under Wis. Stat. § 66.0615, responsible for administering the Town's 4 percent Room Tax revenues consistent with statutory requirements and the Town's Room Tax Ordinance No. 02-2021. The Board may consider whether to approve the revised agreement as presented or to propose additional conditions or modifications before execution.

17) Discussion and Possible Action – Clear Lake Boat Landing Maintenance Request

- a. The Town Board will hear a presentation from Carol Madden, speaking on behalf of Clear Lake property owners, regarding maintenance concerns at the Clear Lake Boat Landing. According to written correspondence submitted by Carol Madden residents report that launching boats at the Clear Lake landing has become increasingly difficult due to low water levels and rock accumulation near the concrete launch pad. The current pad is now too shallow to accommodate typical watercraft without grounding on rocks that extend beyond the end of the slab. Residents have requested that the Town consider maintenance or dredging at the site to restore safe access, noting that individuals have attempted limited removal of rocks by hand in shallow areas without success. The purpose of this agenda item is for the Town Board to review the request, discuss jurisdictional responsibilities for maintenance, and determine whether an inspection or further evaluation is warranted.

18) Discussion and Possible Action – Property at 11069W County Highway B (Environmental and Health Concerns)

- a. The Town Board will review ongoing concerns regarding the property located at 11069W County Highway B, identified as a lakeside parcel, related to potential environmental and public health issues due to the site's proximity to the water. This matter was previously discussed on October 9, 2025, Regular Town Board Meeting and was requested to be placed on the November 13, 2025, agenda for continued consideration. The Board will discuss observed or reported conditions at the property, determine whether the situation may fall under the jurisdiction of Sawyer County Health and Human Services (HHS) or Sawyer County Zoning and Conservation, and consider appropriate next steps consistent with the Town's prior handling of similar matters, including the letter of notification previously sent to the County regarding 11116W Chief River Road.

19) Discussion and Possible Action – 2026 CPR/AED Training Opportunities

- a. The Town Board will discuss potential CPR (Cardiopulmonary Resuscitation) and AED (Automated External Defibrillator) training opportunities for 2026. This item was requested at the October 9, 2025, Regular Town Board Meeting for follow-up consideration.

20) Discussion and Possible Action – 2026 Town Budget Preparation and Scheduling of Public Budget Hearing

- a. The Town Board will continue review and discussion of the proposed 2026 Town of Round Lake Budget, including possible revisions to revenue and expenditure estimates based on updated financial information. The Board may take action to approve the preliminary 2026 Budget for

presentation to the electors and to schedule the Public Budget Hearing in compliance with Wis. Stat. § 65.90(3). The proposed date for the Public Hearing on the 2026 Budget is Thursday, December 4, 2025, at 6:30 p.m., to be held at the Town of Round Lake Hall, 10625 N County Road A, Hayward, WI 54843. The Board may also schedule additional working sessions next week, if needed, to finalize any remaining details prior to scheduling the public hearing.

21) Fire Department Report – Mike Schmidt, Fire Chief

- a. Written monthly report
- b. Fire inspections

22) Clerk's Report

- a. Year-to-date budget reports

23) Treasurer's Report

- a. Monthly receipts, vouchers, and account balances

24) Approval of Checks and Vouchers

25) Correspondence, Reports from Conferences, Seminars, Meetings

- a. For discussion only – no action will be taken.
- b. Information regarding the Open Records System and Ordinance systems used by Sawyer County per request from Board in October Regular Meeting.

26) Future Agenda Items

27) Adjournment

Discussion and possible action may occur on items specifically noticed as such.

Note: It is possible that members of, and possibly a quorum of, other decision-making bodies of the Town of Round Lake — such as the Land Use Planning Commission (LUPC), Plan Commission, or other committees and commissions — may be present at this meeting to gather information about subjects over which they may have decision-making responsibility. Such presence may constitute a meeting of those other bodies pursuant to *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993). No action will be taken by any body other than the Town Board at this meeting, and no action will be taken except as specifically noticed on the agenda.

Notice posted on Tuesday, November 11, 2025, by Frank Leuschen III, Clerk, Town of Round Lake.

Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. Please contact the Town Clerk at (715) 462-9271 to request such accommodation.