

Town of Round Lake, Sawyer County, Wisconsin

Regular Town Board Meeting Minutes

Date: Thursday, December 11, 2025

Time: 6:30 p.m.

Location: Town Hall, 10625 N County Road A, Hayward, WI 54843 (with virtual access)

1. Call to Order

Chair Strandlund called the Regular Town Board Meeting of the Town of Round Lake, Sawyer County, Wisconsin, to order at 6:31 p.m. on Thursday, December 11, 2025. The following Town Board members were present: Chair Strandlund, Supervisor Palmer, Supervisor Verbeck, and Supervisor Wilson. Supervisor Jensen was absent. Also present were Clerk Leuschen, Treasurer Palya, Fire Chief Schmidt, and Road Supervisor Laier (participating online). Several additional individuals were also in attendance, both in person and via the virtual platform.

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those present.

3. Certification of Proper Meeting Notice

Clerk Leuschen certified that proper public notice of the Regular Town Board Meeting had been given in full compliance with the Wisconsin Open Meetings Law, Wis. Stat. § 19.84. The Clerk stated that the meeting notice and agenda were timely posted at the required public locations, including the Town Hall, the Town Recycling Center, and the Town of Round Lake website.

4. Approval / Reordering of Agenda

A motion was made to move Agenda Items 19 and 20 (Closed Session and Reconvene to Open Session) to immediately follow Item 24 (Approval of Checks and Vouchers).

- Motion: Supervisor Strandlund
- Second: Supervisor Verbeck
- Vote: Motion carried out 4-0

5. Approval of Minutes

The Board considered approval of minutes from the following meetings:

- October 9, 2025 – Regular Meeting
- October 28, 2025 – Special Meeting
- November 10, 2025 – Special Budget Meeting
- November 13, 2025 – Regular Meeting
- November 17, 2025 – Special Budget Meeting
- December 2, 2025 – Special Meeting

A motion was made to approve all listed minutes with the following corrections to December 2, 2025, minutes:

- Correct the meeting date from Wednesday, December 3 to Tuesday, December 2
- Remove Supervisor Jensen from the attendance list
- Motion: Supervisor Verbeck
- Second: Supervisor Palmer
- Vote: Motion carried 5–0

6. Public Comment

Mike Feldner, member of the Round Lake Fire Department, spoke regarding the November 26, 2025, winter storm, thanking the Town Road Crew, Fire Department members, and the Sawyer County Sheriff's Department for their response and coordination during storm-related emergencies. No action was taken.

7. Monthly Recycling Center Drawing

The monthly Recycling Center drawing was conducted.
Winner: Johnson

8. Road Report

Road Supervisor Laier provided an update including:

- Snowmobile signs have been installed
- Branches and storm debris from the November 26 storm have been cleared
- Sand shed is stocked; limited salt availability remains a concern
- Winter maintenance activities are ongoing

Additional discussion included:

- Supervisor Wilson raised safety concerns at the intersection of Chief River Road
- Supervisor Verbeck asked about the possibility of acquiring additional salt from the County

9. Land Use Planning Commission Report

Plan Commission Chair Chabek reported on the December Plan Commission meeting, including:

- Recommendation to table a Certified Survey Map due to lack of applicant representation
- Recommendation to deny an accessory structure setback exemption unless corrective action is taken
- Review and recommended updates to conditions for CUP #25-055, including parking, alcohol service limitations, music restrictions, and clarification of driveway access
- Discussion regarding a proposed town road request related to Hill Construction
- Ongoing development of a potential junk/public nuisance ordinance

10. Callahan / Mud Lake District Report

Supervisor Verbeck reported on recent Lake District activity, including:

- December 1, 2025, meeting

- Formation of internal committees
- Assessment approved by the Lake District for startup costs
- Clarification that assessments collected by the Lake District are not Town funds

11. Budget Resolution #01-2025 and Approval of 2026 Town Budget

Resolution reallocating 2024 surplus funds to the 2026 budget, including reserve and capital allocations, was considered.

- Motion: Supervisor Verbeck
- Second: Supervisor Strandlund
- Roll Call Vote:
 - Supervisor Jensen – Aye
 - Supervisor Strandlund – Aye
 - Supervisor Verbeck – Aye
 - Supervisor Wilson – Aye
- Result: Resolution adopted

Approval of 2026 Town Budget

- Motion: Supervisor Verbeck
- Second: Supervisor Strandlund
- Vote: Motion carried 4–0

12. Land Use Application – Accessory Structure Exemption (9725 N Thunderbird Road)

The Town Board considered a Land Use Application requesting an Accessory Structure Exemption for the property located at 9725 N Thunderbird Road. Discussion was held regarding the request, applicable ordinance standards, and information presented during the review process.

A motion was made to deny the Accessory Structure Exemption.

- Motion: Supervisor Wilson
- Second: Chair Strandlund

The vote resulted in a 2–2 tie, and therefore the motion failed.

Following the failed motion, additional discussion occurred among Board members regarding the need for further review and clarification. A subsequent motion was made to table the application and refer it back to the Town of Round Lake Land Use Planning Commission for further evaluation and recommendation.

- Motion: Supervisor Verbeck
- Second: Supervisor Strandlund
- Vote: Motion carried 3–1

As a result of this action, the Town Board took no final position on the application at this time. The matter will be reconsidered following additional review by the Land Use Planning Commission and returned to the Town Board at a future meeting.

13. Hill Construction Request – New Town Road Through County Forest

Jeremy Hill, representing Hill Construction, appeared before the Town Board to present a request seeking Town action to initiate the process for establishing a new Town road through County Forest land. The purpose of the request is to provide public access to a proposed trailhead associated with future American Birkebeiner (Birkie) trail use, including year-round public access for recreational and emergency purposes. Mr. Hill outlined the proposed location of the road, the intended use as a public access route, and the need for formal Town action to proceed with coordination involving Sawyer County and the DNR. It was noted that the proposed road would ultimately serve as a trailhead access point and would not be intended for private or commercial development access. The Town Board engaged in discussion regarding the proposal, including long-term maintenance considerations, public access implications, and coordination with County agencies.

Public comment was received from Mike Feldner, who spoke in support of improved public access and discussed general considerations related to community use and emergency response. Fire Chief Schmidt provided comments on behalf of the Round Lake Fire Department, emphasizing the importance of clear and reliable emergency vehicle access. Chief Schmidt stated that the proposed road would be beneficial for emergency response and access to the area, provided it meets applicable safety and access standards. Board members discussed limiting motorized use of the proposed road which would require amending current ordinances and that the road would be established strictly for public access, trailhead use, and emergency purposes. Proposed road would not be publicly accessible to ATV access due to no ATV trail connection and inability due to connection to private road and State Highway.

Following discussion, a motion was made to approve the request.

- Motion: Supervisor Wilson motioned to approve the request to initiate a new Town road through County Forest land for public access to a proposed trailhead.
- Second: Chair Strandlund
- Vote: Motion carried 4–0

The Town Board directed that the request proceeds through the appropriate County channels and intergovernmental coordination processes consistent with this approval

14. Conditional Use Permit (CUP) #25-055 (White Stag Real Estate / Stone Hearth Acres LLC)

The Town Board considered Conditional Use Permit (CUP) #25-055 submitted by White Stag Real Estate / Stone Hearth Acres LLC for the proposed use associated with the subject property. Applicants, Mr. Disher and Mr. Fruend appeared before the Board and addressed the application. The applicants provided an overview of the proposed use, discussed operational details, and responded to questions from Town Board members. Discussion included the scope of the proposed operation, anticipated use patterns, and compatibility with surrounding properties.

The Town Board reviewed the application materials, including the findings and conditions as previously evaluated, and discussed the recommendation before the Board. Consideration was given to ensuring that the approved use would remain consistent with applicable zoning standards and community expectations. Following discussion, a motion was made to approve the Conditional Use Permit with specific limitations.

- Motion: Supervisor Palmer, to approve CUP #25-055 with year-round availability and a condition prohibiting overnight vehicle parking or sleeping, consistent with Findings of Fact #1 and #2
- Second: Supervisor Verbeck
- Vote: Motion carried 4–0

The Town Board's action constitutes a formal recommendation of approval subject to the stated conditions.

15. Class "B" Liquor and Class "B" Beer Retail License (Stone Hearth Acres LLC)

The Town Board considered an application submitted by Stone Hearth Acres LLC for a Class "B" Liquor License and a Class "B" Beer Retail License in connection with the approved Conditional Use Permit for the property. Discussion noted that issuance of the licenses was contingent upon the successful closing of the property transaction associated with the application. The Board acknowledged that final license issuance would not occur until confirmation of property ownership and completion of all required documentation.

Following discussion, the Board acted to approve the license applications subject to the stated contingency.

- Motion: Supervisor Palmer, to approve the Class "B" Liquor License and Class "B" Beer Retail License for Stone Hearth Acres LLC, contingent upon property closing
- Second: Supervisor Verbeck
- Vote: Motion carried 4–0

The approval is contingent and does not authorize license issuance until all statutory and administrative requirements are satisfied.

16. Certified Survey Map - Part of the SW/SW, Section 18

The Town Board reviewed a Certified Survey Map (CSM) involving land located in the southwest quarter of the southwest quarter (SW/SW), Section 18, within the Town of Round Lake. The Certified Survey Map was presented for Town Board consideration following the applicable review process. Discussion confirmed that the Certified Survey Map met the requirements of Wis. Stat. § 236.34, the Town of Round Lake Subdivision Ordinance, and applicable Sawyer County requirements. No objections were raised during Board discussion.

Following review, the Board acted to approve the Certified Survey Map as presented.

- Motion: Supervisor Strandlund, to approve the Certified Survey Map for part of the SW/SW, Section 18
- Second: Supervisor Palmer
- Vote: Motion carried 4–0

The Certified Survey Map was approved subject to recording with the Sawyer County Register of Deeds and satisfaction of any remaining statutory requirements.

17. CPR / AED Training Opportunities

Chair Strandlund led a discussion regarding potential CPR and AED training opportunities for Town officials, employees, and other individuals as appropriate. The discussion focused on the importance of ensuring that Town personnel have access to current lifesaving training and certification. Chair Strandlund indicated that he would follow up with Jim Orniheim to obtain additional information regarding the availability of CPR/AED training sessions and to explore potential scheduling options. A spring or summer timeframe was discussed as a possible window for offering the training, depending on availability and participant interest. No formal action was taken on this item, and the matter will be revisited once additional information regarding scheduling, logistics, and participation is obtained.

18. Storm Cleanup Cost Update

The Town Board continued its discussion regarding storm cleanup costs associated with the significant storm event that occurred in late November. The discussion served as a follow-up to prior meetings and focused on reviewing expenses incurred to date for emergency response and debris removal. The Board reviewed subcontractor invoices related to storm cleanup efforts, including:

- Snider Excavating – \$18,825.00
- Venison Creek Construction – \$4,800.00
- Quality Tree Service – \$16,247.00

No formal action was taken on this agenda item at this time. The costs were presented for informational purposes, and the Board indicated that additional review and discussion may occur as final storm-related expenses are compiled and considered within the broader budget and reimbursement context.

19. Closed Session

The Town Board considered entering closed session to discuss matters related to employee compensation and performance evaluations, as permitted under Wis. Stat. § 19.85(1)(c). A motion was made to convene into closed session for the purpose of considering employee compensation and performance.

- Motion: Supervisor Wilson
- Second: Supervisor Palmer

A roll call vote was conducted, with all members present voting in favor. The motion carried unanimously. The Town Board convened into closed session at 8:26 p.m.

20. Reconvene to Open Session

Following completion of the closed session, the Town Board reconvened into open session at 8:38 p.m. The Board discussed employee year-end bonuses as previously considered in closed session. A motion was made to approve employee bonuses as follows:

- \$250.00 for full-time employees
- \$125.00 for part-time employees
- An additional \$50.00 for full-time employees cards from Lynns
- Motion: Supervisor Verbeck
- Second: Supervisor Palmer

The motion was approved by voice vote, 4–0.

21. Fire Department Report

Fire Chief Schmidt presented a report to the Town Board regarding Fire Department and Emergency Medical Services (EMS) activity since the Town Board's meeting of **November 11, 2025**. The update included a general overview of emergency responses handled during that period and operational considerations related to recent calls. Fire Chief Schmidt also responded to questions from the Town Board as they arose. No action was taken on this matter.

22. Clerk's Report

Clerk Leuschen presented year-to-date budget reports through November 30, 2025. No action required.

23. Treasurer's Report

Treasurer Palya presented the November 2025 financial report. No action required.

24. Approval of Checks and Vouchers

The Town Board reviewed the November 2025 checks and vouchers presented for payment, covering routine Town expenditures and previously authorized obligations. After review, a motion was made to approve the checks and vouchers as presented.

- Motion: Supervisor Verbeck
- Second: Supervisor Palmer
- Vote: Motion carried 4–0

25. Correspondence / Reports

Chair Strandlund provided an update on recent correspondence and informational reports relevant to Town operations and ongoing projects. Discussion included the following items:

- Fire Department Compensation: Chair Strandlund reported on recent discussions with neighboring Town officials, including the Town of Spider Lake, regarding Fire Department compensation structures and cost-sharing considerations. These discussions were informational in nature and no action was taken.
- Potential EMS Study Grant: Chair Strandlund noted that the Town is monitoring the availability of a potential grant opportunity to fund an Emergency Medical Services (EMS) study. The purpose of the study would be to evaluate current service levels, response times, and long-term sustainability options. Additional information will be brought forward if the grant becomes available.
- Fire Truck Repairs: An update was provided regarding repairs to a Fire Department vehicle that sustained damage during a structure fire in February 2025. Chair Strandlund noted that repairs are ongoing and that insurance and repair coordination continues.
- LRIP Grant Status: Chair Strandlund reported that the Town of Round Lake ranked #1 in its district review for the current Local Road Improvement Program (LRIP) grant cycle. Final determination and funding confirmation remain pending at the state level.

No action was taken on this matter.

26. Future Agenda Items

The Town Board discussed potential items to be placed on a future Town Board agenda. Items identified for future consideration include the following:

- American Tower Discussion / Possible Action: The Board noted that a future agenda item will be scheduled to discuss matters related to the American Tower lease, including potential amendments, renewal terms, or other actions as may be necessary. This item will be brought forward once additional information and documentation are available.
- Deer Crossing Sign Request: The Board identified a request for the placement of deer crossing signage on Town roads as a future agenda item. This matter will require review of the proposed location(s), road jurisdiction, and safety considerations before any action is taken.

No action was taken on this matter.

27. Adjournment

There being no further business to come before the Town Board, a motion was made to adjourn the Regular Town Board Meeting. The meeting was adjourned at 8:54 p.m.

Respectfully submitted,
Frank Leuschen III
Town Clerk, Town of Round Lake