

Town of Round Lake - Special Town Board Meeting Minutes

Monday, August 31, 2026 - 5:00 p.m.

Town Hall (10625 N County Road A, Hayward, WI 54843) and via Virtual Platform

1. Call to Order

The Special Town Board Meeting was called to order by Chairman Strandlund at 5:04 p.m. Present: Chairman Strandlund; Supervisors Verbeck, Wilson, Palmer, and Jensen; Clerk Leuschen; Treasurer Palya; Fire Chief Schmidt; LUPC Chair Chabek; and two members of MUD and the Callahan Lake District. All five Board members were present at the start. Supervisor Jensen left at approximately 6:54 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Certification of Proper Meeting Notice

Clerk Leuschen certified that the agenda was posted on the Town website and at the Town Hall and Recycling Center in compliance with Wis. Stat. § 19.84.

4. Approval/Reordering of Current Agenda

Because the final American Tower document was not initially available, Chairman Strandlund moved agenda item 5 to after item 7. The Board proceeded without objection.

5. American Tower Lease Amendment

This item was completed after the budget discussion. The final lease amendment was reviewed and confirmed to match the terms previously approved by the Board. Chairman Strandlund signed on behalf of the Town; Supervisors Verbeck and Wilson signed as witnesses; and Treasurer Palya notarized the signatures. The documents were to be forwarded to American Tower for its signature. No new motion or vote was taken.

6. Propane Supply Proposals and Possible Contract Award

The Board compared proposals from Como Oil & Propane, Ferrellgas, and Superior Fuel, including price stability, delivery and monitoring fees, tax-exempt treatment, and replacement tanks and regulators.

Motion by Supervisor Wilson, second by Supervisor Jensen, to accept Superior Fuel's proposal, including an initial-fill rate of \$1.099 per gallon, a fixed rate of \$1.399 per gallon for up to five years, and no delivery fee, subject to receipt and review of the final written contract and confirmation of the five-year term. Motion carried without opposition.

7. 2027 Preliminary Budget - Decisions and Direction

Comprehensive Plan: LUPC Chair Chabek presented Northwest Regional Planning Commission's \$21,782 proposal for a community survey and assistance with the Town's 2029 Comprehensive Plan update. The Board's preliminary direction was to budget \$15,000 in 2027, including \$5,000 previously reserved for a survey, with remaining costs potentially budgeted in 2028. No consultant or contract was approved; the LUPC was to review the proposal before future Board action.

Personnel: The working budget was revised to show an 8.1% increase for two supervisor positions to equalize supervisor pay; an 8.1% increase for the Clerk position; and a 3% increase for the Chairman, Treasurer, remaining supervisor positions, and road crew, subject to the final cost-of-living figure. Proposed elected-official compensation remains subject to elector approval. Preliminary rates were set at \$20 per hour for election workers, \$22 per hour for the chief election inspector, \$30 per hour for the backup road operator, and \$20 per hour for recycling workers. A 5% increase was added for the Fire Chief, lieutenant, training officer, and reporting officer; fire-call pay remained \$60 and meeting/training pay remained \$35.

Recycling and Employee Benefits: Clerk Leuschen was directed to discuss later Wednesday summer hours with the recycling workers and report back; no schedule change was finalized. The Board discussed increasing each road employee's monthly health reimbursement above \$420 but set no amount pending clarification of the QSEHRA administration and available insurance options.

Administration and Fire Department: Clerk Leuschen was asked to obtain prices for laptops for the Clerk, Treasurer, and Fire Department and to explore a larger desk and printer upgrade. The proposed meeting-room television was deferred. The 2027 legal-services amount was returned to \$10,000, and Chairman Strandlund agreed to ask the Town's insurer about possible litigation coverage. The preliminary Fire Department budget remained \$130,000, including \$30,000 in auxiliary-funded heavy-rescue improvements. Fire Department insurance was estimated at \$13,500, subject to the final premium.

Roads and Buildings: The Board's preliminary direction set highway and local maintenance at \$75,000, road training and related expenses at \$1,000, highway building utilities and maintenance at \$10,000, and equipment repairs at \$40,000. The highway construction line remained \$948,437, consisting of \$918,437 for the Twin Lake Road project and approximately \$30,000 for Moose Lake Road pre-engineering. The Twin Lake estimate included a conservative \$200,000 allowance if gravel must be hauled from outside the Town and an anticipated state reimbursement of approximately \$500,000. No gravel supplier was selected, and no action was taken on any mining CUP, Town license, or ordinance issue.

Budget Outlook and Reserves: The 2026-year end surplus was projected at just under \$225,000, including a \$100,000 allowance for possible crack sealing. After the preliminary changes, 2027 expenses were approximately \$1,703,548 and revenues approximately \$1,907,277. Revenue estimates remained incomplete pending state levy-limit, General Transportation Aid, and shared-revenue figures. The estimate included approximately \$500,000 in road project reimbursement and \$36,000 in annual American Tower rent. No final levy, surplus use, reserve allocation, or 2027 budget was approved. The Board discussed future reserve needs for Moose Lake Road and Callahan/Mud Lake dam work.

Additional Follow-up: Clerk Leuschen reported that the electronic recycling grant application had been submitted and the annual recycling grant application was due October 1. Regarding Millstone's correction of a 2025 gravel order, members indicated that the correction could be completed, but no formal motion or vote was taken; the matter was to return to the September 10 agenda. Clerk Leuschen was directed to obtain firmer figures and continue the budget review at a later meeting.

8. Adjournment

The meeting adjourned at 7:44 p.m.

Respectfully submitted,
Frank Leuschen III
Town Clerk