

1 **Proceedings of the Town of Pine Lake Board Meeting held on May 17, 2017, at 6:30 P.M., in the**
2 **Pine Lake Community Building, 4197 River Road, Fire Department Room # 1.**
3

4 Notice of meeting was posted in two (2) locations within the Town of Pine Lake and on the town
5 website at www.townofpinelake.com according to Wisconsin Statutes.
6

7 Present: Chairman Nick Scholtes, Supervisors Timothy Oestreich, Brian Gehrig, Inge Van Kampen and
8 Treasurer Judy Skinner and Clerk Cindy Skinner.
9 Jim Flory joined board after being appointed.
10

11 Chairman Scholtes called the meeting to order at 6:30 p.m. Motion by Inge Van Kampen to approve
12 the agenda and chairman to move items as necessary, second by Brian Gehrig. Motion carried by
13 voice vote.
14

15 Appointment of Supervisor to fill the remaining term of Nick Scholtes. The chairman explained that
16 the clerk also has a vote. Motion by Inge Van Kampen to appoint Jim Flory to finish the term of Nick
17 Scholtes, second by Tim Oestreich. Roll call vote taken. Inge Van Kampen, aye, Brian Gehrig, aye,
18 Tim Oestreich, aye, Cindy Skinner, aye, Nick Scholtes, aye. Motion carried, 5 ayes and 0 no.
19

20 Motion by Brian Gehrig to approve the minutes of the April 19, 2017, Town Board Meeting and the
21 April 25, 2017, Special Town Board Meeting, second by Inge Van Kampen. Motion carried by voice
22 vote.
23

24 Treasurer's Report by Judy Skinner. Book Balance - 3/31/2017 - \$746,397.76. Receipts -
25 \$62,218.37. Disbursements - \$41,489.61. Book Balance - 4/30/2017 - \$767,126.52. Peoples
26 Checking Account - \$380,059.05. Peoples Money Market - \$135,192.22. Peoples CD - \$251,875.25.
27 Bank Balance - 4/30,2017 - \$767,126.52.
28

29 Library Report by Renee Tenderholt. Copies of written report distributed to board members.
30 Tenderholt reported that the financials had been accepted. The library policies are being reviewed and
31 the trustees to provide their input at the June meeting. The funding from the Oneida County Library
32 Board has not changed in many years, so the executive director will propose a 5% increase in funds to
33 cover the increasing cost of reimbursement for the per circulation payment to other libraries within the
34 library system. Job descriptions from the Trustees Essentials handbook were handed out and the
35 trustees asked to review. Circulation for Pine Lake is currently the highest after the city's -
36 Jan/1,569, Feb/1,505, March/1,871, April/1,690 and YTD/6,635. Property committee considering
37 turning over the second rental to the property management company due to increasing maintenance
38 responsibilities. Building Committee Report - motion made for conditional approval to contract with
39 Gordy Corrus for purpose of requesting and vetting proposals for approved work on Phase 1 and 2,
40 which are improvements to current building - insulation, windows, and increasing square footage both
41 up and downstairs by removing skylights and bumping out the walls/corner.
42 Next meeting is June 13, 2017.
43

44 County Board Supervisor Report by Jack Sorensen. He thanked Jim Flory for his years as service in
45 the chairman position and congratulated Nick Scholtes for taking on the job. County board met and
46 were given a review of changes to NR115-shoreland zoning. Three towns want "no zoning" and this
47 will impact the adjacent towns regarding what could be built just over the municipal boundaries.
48 Update on the Marshfield Clinic's request to build a hospital in Minocqua. Reported that the BCPL
49 will be selling public lands to the DNR and that agency will turn the administration of those lands to
50 the counties, noting that there are four 40 acre parcels located in Pine Lake. County doing dam
51 analysis starting in Three Lakes.
52

53 Citizens Concerns. Mike Tolvstad asked if the town required utility permits and if they required
54 flagmen. He expressed concern that the utility work being done near town shop did not have flagmen
55 with their equipment in roadway, etc.

56 Review of ATV/UTV Ordinance along with petition from property owners on Lonely Drive requesting
57 closure of road to ATV/UTV route. Current ordinance does not allow ATV/UTV routes on North and
58 West Birchwood Drive and closes down River Road and Forest Lane for two weeks during Hodag
59 Countryfest in July. Phil Guzik, property owner on Lonely Drive, explained that the petition signed by
60 the other owners on the road requested closing that road to ATV/UTV routes due to abuse of riders
61 coming off the lake and crossing their private property to get to the road and on to Pine Lake Road.
62 Mr. Guzik continued that he would be willing to take back the petition and put up signs along the lake
63 if the ATV club would put up a closed to ATV's sign at the beginning of Lonely Drive. Nick Scholtes
64 explained to him that the board is the authority for closing any roads to routes by amending the
65 current ordinance. Mr. Guzik by petition requested that Lonely Drive be closed to ATV/UTV routes.
66 Nick Scholtes recommended keeping N. Birchwood Drive and W. Birchwood Drive closed and now
67 closing Lonely Drive as an ATV/UTV route. Discussion. Frank Bennett, resident on W. Birchwood
68 Drive supported that recommendation and discussed the dangers on Birchwood Drive. Motion by Jim
69 Flory to amend the ATV/UTV ordinance removing Lonely Drive as an ATV/UTV route and modifying
70 the dates for Hodag Countryfest "to be determined" by the board, second by Inge Van Kampen. Motion
71 carried by voice vote (with one no vote). Clerk to prepare amendment for the review and signing at the
72 June board meeting. After publication and posting, it will become effective and signage can then be
73 changed.

74
75 Neutral position of board to open County C and County W to ATV/UTV Routes not acceptable to
76 county. Permission in their instructions was misinterpreted to mean allowing the club to apply when
77 it meant permission to open those roads as routes. Nick Scholtes read from the Pre-requisites to Open
78 a County Highway to ATV's - "#1. Request must be undertaken by an established ATV club. And #5.
79 ATV club must get permission from the township in which the county road passes through and give
80 the commissioner a copy of the town board meeting minutes." He explained that the neutral position
81 taken last month by the board along with their permission for the club to apply to the county was not
82 acceptable to the county committee. The county wants the town to say "yes" or "no" to opening the
83 roads as routes. Discussion. Motion by Nick Scholtes that the Pine Lake town board is in agreement
84 to open County C and County W to ATV/UTV routes with the same restrictions that were noted in the
85 April 19, 2017, town board minutes to still apply, second by Brian Gehrig. Motion carried by voice
86 vote.

87
88 Highway Shop Maintenance Committee meeting held May 9, 2017. Inge Van Kampen reported that
89 the crew foreman had discussed the work currently being done. The culvert on Shepard Lake Road at
90 Highway 17 is getting worse. Updated the board on the current status of the employee on Workman's
91 Comp. Personnel questions had been discussed and taken care of during meeting. 2013 International
92 truck is running good after latest repairs. Annual maintenance checks for town equipment will be
93 looked at next year. Bulldozer pictures taken and soon to be listed online. A property owner on a
94 private road had contacted the town regarding the very poor condition of that road and requested work
95 to be done by the town. Explained that work by the town could not be done on private roads.
96 Resident had been invited to attend either or both the committee meeting and town board meeting, but
97 has not at this time.

98
99 Menards pond update by Tim Oestreich who had checked out the issues with all the rain and the new
100 construction going on at the facility. He reported his findings. The city inspector and DNR have been
101 notified. The DNR will monitor.

102
103 Poplar Drive culvert/repairs. Nick Scholtes explained that the culvert and some needed repairs to
104 Poplar Drive. The road is currently flooded. Repairs will coincide with the repairs being done after
105 damage by Michels (utility work) from last year. Musson's submitted a quote of \$13,640 for culvert
106 and additional repairs just for the town. They are also doing the work for Michels and will be billing
107 them separately. Motion by Brian Gehrig to accept the quote, second by Tim Oestreich. Motion
108 carried by voice vote.

109

110 Item #15. Constable Report moved. Tom Quandt reported that on May 12th he again got a complaint
 111 of barking dogs on Pine Creek Rd. He drove to site and sat in his vehicle to listen and heard nothing.
 112 He spoke with owner and shared that information with the board. May 13th called to Forest Lane
 113 where a top of a tree had broken and was lodged in the tree but over the power lines. He did contact
 114 the fire department. It is a problem that WPS needs to handle.
 115

116 Item #14. Part-time crew increase in hours temporarily. Clerk explained criteria for both the health
 117 insurance and retirement in order to know how many hours can be worked. Discussion. Consensus
 118 of the board was to allow crew foreman to call in part-time helper on an as needed basis up to 30
 119 hours per week. Clerk to track hours.
 120

121 Fire Department Report. Brian Gehrig reported 21 EMS calls and 7 Fire calls. Engine 1 was sent out
 122 for repairs.
 123

124 Committee appointments. Not complete. To be on June agenda.
 125

126 Alcohol License Renewal applications due to expire June 30, 2017.

127 "Class B" Liquor/Class "B" Beer

128 Twin Pines Bar & Grill, LLC, Cheryl Hirman, Agent – 4051 County C
 129 Lightening Good Times, LLC, William Heath, Agent – 3966 Moen Lake Rd (Birchwood Lodge & Rustic Bar)
 130 Ericville, LLC, K-See Daughtery, Agent – 4219 County W (Hideout Steakhouse @ Kozy Korner)
 131 Randy Jordan – 4056 County W (Jail House Bar)
 132 Xebec Corp., Gerry Van Harpen, Agent – 4270 River Rd (Hodag Countryfest)
 133 Sherry Spencer – 4116 River Rd (Spencer's Den)
 134 Pine Valley Lodge, LLC, Nancy Schroepfer, Agent – 3980 Lakeshore Drive
 135 L&L Investments, LLC, Nancy Lorbetske, Agent – 3999 Trails End Rd (Pine Harbor Bar)

136 Class "B" Beer

137 Hodag Sports Club, Inc., Doris Bauman, Agent – 4480 County C

138 "Class A" Liquor/Class "A" Beer

139 Al and Kathy's Dream, LLC, Kathryn Reinke, Agent – 4061 Lakeshore Dr (Moen Lk Campground)
 140

141 Clerk Cindy Skinner reported that a master list had been provided prior to meeting indicating the
 142 above information along with the premises descriptions. All background checks had been completed.
 143 Brian Gehrig reported that the fire department had completed their inspections. The health
 144 department has the list and will get back to the clerk. There were no tax issues affecting any of the
 145 licensees. Cross Country Bar & Grill, LLC, had missed the required 15 day deadline, but has
 146 submitted and will be on the June agenda. Motion by Inge Van Kampen to approve all alcohol licenses
 147 presented above, second by Jim Flory. Motion carried by voice vote.
 148

149 Cigarette License Applications. Xebec Corp., 4270 River Rd (Hodag Countryfest), Lightening Good
 150 Times, LLC, 3966 Moen Lk Rd (Birchwood Lodge & Rustic Bar), GMR Marketing, LLC (vender at Hodag
 151 Countryfest). Motion by Jim Flory to approve the three applications for cigarette licenses, second by
 152 Inge Van Kampen. Motion carried by voice vote.
 153

154 Operator License Renewal Applications. Diane Shaltis, James Heath, Jenna Van Harpen, Thomas Van
 155 Harpen, Sherri Wagner, Reed Woodward, Marcus Kral, Jon Chojnacki, Ashley Grimm, Ashley Dorpat.
 156 Clerk reported that all background checks were OK. Motion by Inge Van Kampen to approve the above
 157 operator license renewal applications, second by Tim Oestreich. Motion carried by voice vote.
 158

159 Operator License New Applications. Connor Funk and Nicole Derleth. Clerk reported that Funk had
 160 completed the Responsible Beverage Course. Derleth had previously been licensed in the name Nicole
 161 Asante and everything was in order for her. Both background checks were OK. Motion by Jim Flory
 162 to approve the two operator licenses, second by Inge Van Kampen. Motion carried by voice vote.
 163

164 Motion by Inge Van Kampen to amend the 2017 budget to move \$387.85 from Steve Biesik HRA
 165 Reserve into current budget, second by Brian Gehrig. Motion carried by voice vote.

166
167 Communications. Cindy Skinner received reminder for the 2017 Pavement ratings due to DOT by
168 December 15th. A letter had been sent to Countryfest letting them know that River Road and Forest
169 Lane will be temporarily closed to ATV/UTV's during the event. Thank you letter received from the
170 City of Rhinelander for the fireworks donation of \$1,000. Thank you letter from Jen Cordy for
171 renewing the health insurance with her. A call concerning an ATV trail being built on private property
172 close to other houses. Refund check from 2014 for double payment by the town and fire department
173 to Fastenal with refund check being given to fire department. Complaint that a mobile home removed
174 from a private lot during the winter and all the trash was blowing around area. Property going into
175 foreclosure, so resident was advised to contact county planning and zoning. Information received from
176 Land Information regarding Birchwood Drive near Menards and ownership of the road. An earlier map
177 indicated it was the city's but further investigation shows that it is in Pine Lake. Clerk still needs to
178 locate a deed to a portion of the road. An estimate in the amount of \$800 for hourly or \$862 for per
179 page received from Ian Anderson to create and enter data from the Planning Commission survey sent
180 in tax bills.

181
182 Motion by Inge Van Kampen to approve the May vouchers for payment, second by Brian Gehrig.
183 Motion carried by voice vote.

184
185 Next meeting set for June 21, 2017, at 6:30 p.m.

186
187 Motion by Jim Flory to adjourn, second by Inge Van Kampen. Motion carried by voice vote. Meeting
188 adjourned at 8:00 p.m.

189
190

Submitted by
Cindy Skinner, Clerk