

Town of Land O' Lakes
Town Board Meeting Minutes
December 17, 2025

I. Call to order

The Town Board Meeting was called to order at 6:00 PM on December 17, 2025.

II. Roll call

Present: Chairman Dan Balog, Supervisors Kevin Konnow and Sam Otterpohl (by phone), and Clerk/Treasurer Lynn Jolin.

III. Pledge of Allegiance

All stood for the Pledge of Allegiance.

IV. Approve or Revise Agenda

Motion by Supervisor Konnow to approve the agenda as presented. Seconded by Supervisor Otterpohl. Motion carried unanimously.

V. Approve Minutes from Prior Meeting(s)

Motion by Supervisor Konnow to approve the minutes from the prior meeting of November 19, 2025. Seconded by Supervisor Otterpohl. Motion carried unanimously.

VI. Review and Approve Treasurer Report and Check Vouchers

Clerk/Treasurer Jolin presented the treasurer's report. The general fund balance is \$125,334.06.

The tax collection account balance is \$262,584.05. One check was for Pitlik & Wick for Jute Lake Road.

The BMO Money Market balance is \$55,000.00.

The BMO checking balance is \$7,100.30.

The Local Government Investment Pool accrued interest, resulting in a balance of \$349,844.26.

Clerk/Treasurer Jolin noted she received payment from the County for Little Portage culvert repair, but has not yet received payment from the DNR for Jute Lake Rd. She had submitted paperwork for electronic deposit hoping to expedite the reimbursement.

Motion by Supervisor Konnow to approve checks 21453 through 21502 for the amount of \$115,279.34. Seconded by Chairman Balog. Motion carried unanimously.

Motion by Supervisor Konnow to approve checks 1647 through 1648 in the tax collection account. Seconded by Chairman Balog. Motion carried unanimously.

Motion by Supervisor Konnow to approve the transfer from BMO Money Market to BMO checking in the amount of \$5,763.65. Seconded by Supervisor Otterpohl. Motion carried unanimously.

Motion by Supervisor Konnow to approve payment for the credit card in the amount of \$1,272.38 from the BMO Harris checking account. Seconded by Supervisor Otterpohl. Motion carried unanimously.

VII. Open issues

a) Appointment Election Inspectors for 2 year term Jan 1, 2026 to Dec 31, 2027

Clerk/Treasurer Jolin explained that every two years, the two political parties submit names for election inspectors. She reported that all proposed inspectors have agreed to serve for the new term, though one individual will be absent on April 7. A list of election inspectors is included in the minutes.

Motion by Supervisor Otterpohl to reappoint all the election inspectors for a two-year term starting January 1, 2026. Seconded by Supervisor Konnow. Motion carried unanimously.

b) Re-appointment Sanitary District Commission Member

Kevin Konnow needed to be reappointed to the Sanitary District Commission for a six-year term.

Motion by Supervisor Otterpohl to reappoint Kevin Konnow to the Sanitary District Board. Seconded by Chairman Balog. Motion carried unanimously.

c) Christmas Tree Lighting Event

Sandy Garbarek reported on the successful Christmas tree lighting event. Despite cold weather and competition from a Packers game, the event drew 67 children.

Sandy thanked the board for their support over the past four years, noting that the event has gained enough community support that businesses now send donations without solicitation. She also thanked the volunteers and town crew for their assistance.

Sandy announced that next year's Christmas tree lighting is planned for December 6, 2026.

d) Library Board Appointment

The board considered the appointment of Donna Murray -Tiedge to the Library Board.

Motion by Supervisor Otterpohl to appoint Donna Murray-Tiedge to the Library Board. Seconded by Supervisor Konnow. Motion carried unanimously.

e) Library Programs & Activities

A written report from Shelly Knaack was reviewed by the board. Recent library activities included an artisan cinnamon roll class, a movie screening of "F1," a holiday ornament workshop, and Christmas cookie decorating. Regular ongoing programs such as story hours, mahjong, and Lego clubs continue to be offered.

The Friends of the Library currently have a 50/50 raffle with tickets available for purchase at the library for \$5 each or 5 for \$20.

VIII. New business

a) Sanitary District Ordinance Private Well Abandonment & Well Operation Permit

Supervisor Konnow explained that the DNR had requested updates to the existing ordinance. The Sanitary District worked with the DNR to revise the ordinance, which has already received DNR approval. The revised ordinance includes provisions for non-potable wells inside the district, such as those used for gardens and flower beds, which now require inspection every five years.

Motion by Supervisor Otterpohl to approve Ordinance Number 2025-01 for the Land O'Lakes Sanitary District. Seconded by Chairman Balog. Motion carried unanimously.

b) Resolution 2025-06 Charge on Returned Checks

Clerk/Treasurer Jolin explained that this resolution would impose a \$50 charge for all NSF (non-sufficient funds) checks received by the town to help recoup bank fees and processing costs.

Motion by Supervisor Otterpohl to accept Resolution 2025-06 for charge on returned checks. Seconded by Supervisor Konnow. Motion carried unanimously.

c) Renewal Questionnaire Property and Liability Insurance Policies

Clerk/Treasurer Jolin presented the renewal questionnaire for the town's property, liability, crime, and cyber insurance policies, which are due for renewal on March 1. She asked board members to review the application for accuracy regarding equipment, vehicles, properties, and their values. She also noted that the insurance company is requesting a written safety plan.

Supervisor Konnow pointed out a question about certain items marked "not covered" and asked for clarification. Clerk/Treasurer Jolin said she would check with the insurance company about this.

The board will continue to review the questionnaire and bring any questions to Clerk/Treasurer Jolin.

d) Charge for Yard Waste at Collection Site

Chairman Balog explained that the town is considering charging for yard waste disposal because the DNR now requires the town to haul ash from burned yard waste to a landfill.

Supervisor Otterpohl questioned why they couldn't use the town's chipper instead of burning the waste. Chairman Balog responded that using the chipper would require taking three town workers out of service for several days, which wasn't practical.

Supervisor Otterpohl noted he wanted to speak with the DNR to understand the reasoning behind the requirement, suggesting that spreading ash in a location well above the water table should not pose environmental concerns.

The board agreed to table the discussion until the next meeting, pending more information from the DNR.

e) Cintas Proposal for Fire Protection System

Clerk/Treasurer Jolin reported that she had contacted Cintas regarding their proposal for the town hall fire protection system but had not yet received a reply. The only current issue identified with the system is that some magnetic door holders are not functioning properly. The board agreed to wait for more information before taking action.

f) Next Meeting Date for the Town Board is Wed. January 21st, 2026 at 6pm

The next Town Board meeting has been confirmed for Wednesday, January 21st, 2026, at 6:00 PM.

IX. Public Input- Limited to Items on the Agenda

Sandy Gabarek thanked Sam Otterpohl and the town for adding electrical outlets outside, which prevented any power issues when setting up the Christmas tree lights. She mentioned that they would like to add more receptacles on the fence in the future. Supervisor Otterpohl and Chairman Balog indicated they had no objections to this request, and Supervisor Otterpohl stated the work would be done in the spring.

X. Adjournment

Motion by Chairman Balog to adjourn the meeting at 6:34pm. Seconded by Supervisor Konnow. Motion carried unanimously.

Respectfully Submitted,

Lynn Jolin, Clerk/Treasurer