

Regular Town Board Meeting
Tuesday November 25, 2025
6:30 P.M.
Boulder Junction Community Center, Boulder Lake Room
5392 Park Street, Boulder Junction, WI 54512

MINUTES

1) CALL TO ORDER/ PLEDGE OF ALLEGIANCE/ ROLL CALL

- This Regular Town Board Meeting was noticed according to WI State Statute 19.85. Chairman Dennis Reuss called the meeting to order and led the group in the Pledge of Allegiance. Also present were Supervisor Laura Bertch, Supervisor Dylan Schutt, Clerk/Treasurer Dan Driscoll, Brian Jopek of The Lakeland Times and 10 guests.

2) APPROVAL OF AGENDA /ORDER OF THE DAY(discussion & possible action),

- MOTION BERTCH/SECOND SCHUTT. To approve agenda. VOTE: MOTION UNANIMOUSLY CARRIED.

3) CITIZENS' OPPORTUNITY TO ADDRESS THE BOARD ON AGENDA ITEMS & ITEMS NOT ON THE AGENDA

- None

4) ITEMS NEEDING APPROVAL (discussion & possible action)

- a. Approve Regular Town Board Meeting Minutes of October 28, 2025 and Special Town Board Meeting Minutes of September 25, 2025, October 9, 2025, October 22, 2025 and November 18, 2025
 - MOTION BERTCH/SECOND SCHUTT. To approve the Regular Town Board Meeting Minutes of October 28, 2025 and Special Town Board Meeting Minutes of September 25, 2025, October 9, 2025, October 22, 2025 and November 18, 2025. VOTE: MOTION UNANIMOUSLY CARRIED.
- b. Approve September 2025 Financial Statement
 - MOTION BERTCH/SECOND SCHUTT. To approve September 2025 Financial Statement. VOTE: MOTION UNANIMOUSLY CARRIED.
- c. Approve November Disbursements
 - November Update on 2025 budget and disbursements
 - MOTION BERTCH/SECOND SCHUTT. To approve November Disbursements. VOTE: MOTION UNANIMOUSLY CARRIED.
 - Disbursements for November totaled \$790,739.07. Payroll accounted for \$27,462.26 and Ee benefits \$2,861.00, \$705,544.01 to Pitlik & Wick, \$2313.00 to Landfill Venture Group, \$2,577.78 to Republic Services, \$5,034.79 to Vilas Co Highway Dept, \$18,191.74 to Hicks Enterprises, \$2,600.00 to Municipal Group, \$1,617.50 to Trollan Refridgeration, \$2,363.86 to WPS and \$479.86 to WE Energies. A full list of bills is included in the agenda packet for the meeting.

5) REPORTS & CORRESPONDENCE

- a. Update on Landfill Venture Group
 - Supervisor Schutt provided report. LVG bomag is broken. Beginning of new year LVG contracting with new hauler, Oakleaf, for one year.
 - USPA grant is still in process due to government shutdown.
 - Phelps/Conover plan to exit LVG, due to worries about liability.
- b. Update on Parks Board

- Supervisor Bertch provided report. PB will begin on Monday making ice for the Glide.
- Park Board will be holding a media day on December 12 at Winter Park
- Planning for Winter Park/Glide opening on December 20, 2025.
- c. Update on EDC
 - No report
- d. Update on Road Committee
 - Chairman Reuss provided report.
 - Town is applying for grants for 2026 road work on Bakken Road and Highland Drive.
- e. Update on BJVFD
 - No report.
- f. Update on EMS District
 - EMS District Chief Jolin provided report. His report is attached to the minutes as Exhibit A.
- g. Update on Library
 - Library Director Cherie Sanderson provided report. Her report is attached to the minutes as Exhibit B.
- h. Update on BJCF
 - Mary Van Grinsven provided report. Her report is attached to the minutes as Exhibit C.
- i. Update on Turtle Pond
 - DNR has taken control over Turtle Pond and will be making changes to existing dam.
- j. Update on 3rd Q Room Tax
 - Clerk/Treasurer Dan Driscoll provided report.
 - Total room tax collected for 3rd quarter totaled \$140,028.06; a 4.08% increase from 2024.
 - Motels accounted for \$13,618.26 (one motel has not paid by due date) and remainder rentals totaled \$126,409.80.
 - 75% to chamber totaled \$105,021.05 and 25% to town totaled \$35,007.01.
 - Town is \$8000.00 short of going over the total room tax collected with one quarter to go and the motel non payment.

6) NEW BUSINESS(discussion & possible action)

- a. Discussion & Possible action – To approve Resolution 2025 R 02 Approving the 2025 town levy and the 2026 town budget
 - MOTION REUSS/SECOND BERTCH. To approve Resolution 2025 R 02 Approving the 2025 town levy and the 2026 town budget. VOTE: MOTION UNANIMOUSLY CARRIED BY ROLL CALL VOTE. Reuss – yes, Bertch – yes, Schutt – yes.
- b. Discussion and possible action – First reading of amendment to Accommodations Tax Ordinance 1-93
 - Clerk Driscoll completed a first reading of amendment to Accommodations Tax Ordinance 1-93. No further action taken.
- c. Discussion and possible action – To approve Jennifer Rouse-Carroll as a member of the Boulder Junction Housing Authority.

- MOTION BERTCH/SECOND SCHUTT. To approve Jennifer Rouse-Carroll as a member of the Boulder Junction Housing Authority. VOTE: MOTION UNANIMOUSLY CARRIED.

7) ADJOURN(discussion & possible action)

- Chairman Reuss adjourned the meeting at 7:02 pm

Exhibit A

Northwoods EMS District

Monthly Report – October 2025

	Date	Time	Town	Unit	Transport	Billing Level	Response
1	10/1/2025	1026	MW	91	Y	ALS	Arm Injury
2	10/3/2025	718	WIN	91	Y	ALS2	Abdominal Pain
3	10/3/2025	1813	WIN	91	Y	ALS2	Motorcycle Accident
4	10/4/2025	502	MW	91	Y	ALS	Back Pain
5	10/4/2025	1134	BJ	92	Y	BLS	Stroke
6	10/5/2025	1436	MW	91	N	Not Billed	Fire Stand By
7	10/5/2025	1515	PI	92	N	Not Billed	Fire Stand By
8	10/6/2025	1543	PI	91	Y	BLS	Fall
9	10/7/2025	1359	BJ	92	N	Not Billed	Lift-Assist
10	10/9/2025	1638	PI	92	Y	ALS2	Fall
11	10/10/2025	552	MW	91	Y	ALS	Fall
12	10/11/2025	1735	WIN	91	Y	ALS2	Chest Pain
13	10/11/2025	1843	BJ	92	Y	ALS2	Chest Pain
14	10/11/2025	1843	PI	91	Y	ALS2	Vehicle Accident
15	10/11/2025	2210	PI	92	N	Not Billed	Vehicle Accident
16	10/13/2025	930	MW	91	Y	ALS	Back Pain
17	10/15/2025	0003	MW	91	N	Not Billed	Fall
18	10/15/2025	1949	PI	91	Y	ALS	Weakness
19	10/16/2025	733	MW	91	N	Not Billed	Assist
20	10/16/2025	2303	PI	92	Y	ALS	Pain
21	10/17/2025	1450	MQA	92	Y	BLS	MCI - Vehicle Accident
22	10/19/2025	926	BJ	92	N	Not Billed	Lift-Assist
23	10/19/2025	2349	PI	91	Y	BLS	Chest Pain
24	10/20/2025	1319	MW	91	N	Not Billed	Syncope
25	10/21/2025	1154	MW	91	Y	ALS	Difficulty Breathing
26	10/23/2025	411	PI	92	Y	BLS	Abdominal Pain
27	10/23/2025	1735	MW	91	Y	ALS2	Chest Pain
28	10/25/2025	2115	MW	91	N	ALS2	Cardiac Arrest
29	10/27/2025	0042	BJ	92	Y	ALS	Difficulty Breathing
30	10/29/2025	1302	BJ	92	Y	BLS	Altered Mental Status
31	10/31/2025	1451	BJ	92	Y	ALS2	Chest Pain

EMS DISTRICT

Response and turnout time

Turnout time, from dispatch until responding, was under 90 seconds 80% of the time.

October average turnout time is **1.52** minutes.

Average response time for the month of **October** was **13.94 minutes**. This is from the time of 911 call received to arrival at patient. Response times are obtained through Vilas Dispatch Center.

NORTHWOODS

Transport and Billing

23 of the 31 responses were transported. “*Not Billed*” responses included those that refused transport following medical evaluation or no patient identified. Of the 23 responses that were transported, **17 responses benefitted from Paramedic Level care** with **nine** requiring significant intervention. Paramedic level care is defined as intervention beyond IV placement. Since the start of the district, **75%** of patient transports receive paramedic level intervention. **473.1** loaded miles were recorded.

Billing Rates

	Jan	Feb	March	April	May	June	July	August	Sept	Oct
Not Billed	5	8	6	9	11	17	14	16	14	8
BLS	1	3	8	5	2	8	11	7	8	6
ALS	7	14	14	17	11	22	18	19	14	8
ALS2	2	2	2	1	1	4	1	5	3	9

Crew Activity

October was Fire Prevention Month and NEMSD crews were able to assist with prevention activities at North Lakeland School District. Additionally, NEMSD crew assisted Deputy Chief Mabie providing a Stop-The-Bleed course, supported by the North-Central Regional Trauma Advisory Council, for North Lakeland Staff. Two training sessions were offered for NEMSD staff and volunteers focusing on airway management and sepsis recognition and management. NEMSD crews also completed a combined **58** hours of continuing education.

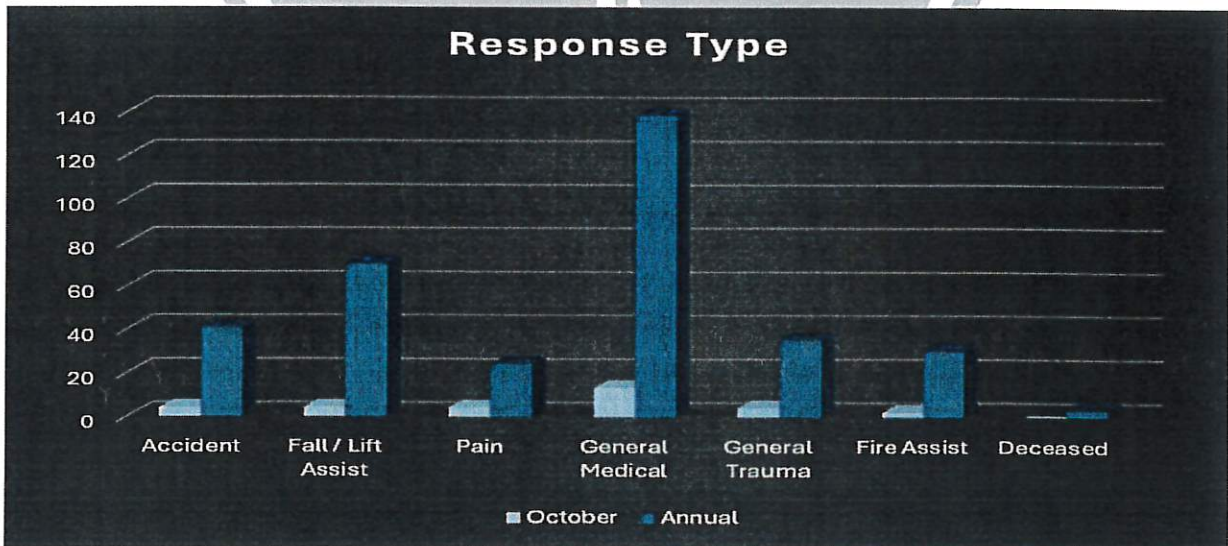
Planning is also underway to provide an Emergency Medical Responder course (formerly known as “First Responder”) starting in January of 2026. This will allow for additional volunteers available for response within the district.

Response by Town

	January	February	March	April	May	June	July	August	September	October	Total
Boulder Junction	6	13	14	12	10	18	13	22	15	7	130
Presque Isle	4	9	7	12	4	14	13	9	6	9	87
Winchester	2	2	1	1	3	10	5	6	10	3	43
Manitowish Waters	3	3	8	7	8	9	11	10	8	11	78
Mutual Aid Given	0	0	0	0	0	0	2	0	0	1	3

October Events

- Conducted EMS Training for Sepsis and Airway Management
- Conducted CPR and First Aid for Boulder Junction Community Church, EAU Holdings, and Discovery Center Staff
- Attended Boulder Junction Lions Club meeting
- Chief and Deputy Chief attended training for High-Risk Infectious Disease
- Deputy Chief conducted Stop the Bleed training
- Attended Fire Prevention activities at North Lakeland School
- Provided a mutual aid ambulance for a multi-patient accident in Minocqua. Two paramedic level ambulances remained available in district during event.



Respectfully Submitted, Jason Joling – Chief Northwoods EMS District

Library Update to the Boulder Junction Town Board

November 25, 2025

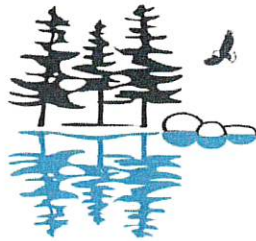
Elizabeth B

Library Updates:

- **Children's Programming Update:** The Lighted Schoolhouse After-School Reading Program at North Lakeland is going great with 10 children participating. Upcoming kids/family programs include a craft during the Winter Wonderland Arts and Craft Fair and float in the Christmas Walk parade on November 28th, and a visit from Santa program on December 20th. We are also pursuing a partnership with local homeschool families to provide programming and resources.
- **Playground/Park Book Walk:** The Holiday book walk pages will be installed in the stands on Tuesday afternoon and be up through the end of the holidays.
- **Adult Programming Update:** Regular monthly programs/clubs are still taking place. Programming has wound down until winter programs start in January or February.
- **Technology:** Tuesday Tech Time transitioned to "Book-a-Librarian". The new service is by appointment only. We will provide tech help, reference services, book recommendations, research, and more. Patrons can Book-a-Librarian online, in-person, or over the phone.
- **Friends of the Library:** The Friends of the Library's Annual Cookie Walk is on Friday, November 28 starting at 4pm in the Acorn Lodge lobby.
- **Holiday Special Hours:** The library will be closed November 27 for Thanksgiving. We will also be closed December 24, 25, 31 and January 1 for the holidays.

Upcoming Events and Programs:

- November Art in the Library is Shannon Brimmer
- December Art in the Library will be Joanne Morgan
- Boulder Junction Book Club – 2nd Wednesdays at 1:30 pm
- Books & Brews Book Club – 1st Wednesday at 7 pm at Aqualand (sometimes other dates/locations)
- Mah Jongg – every Monday from 1-4 pm
- Chat 'n Craft Club – every first and third Wednesday from 10am to Noon
- Northern Waters Genealogical Society - 1st Tuesday of the month at 2 pm
- Boulder Junction Music Gathering – 2nd Tuesday of the month from 3-5 pm
- Thursday, November 27 – Closed for Thanksgiving
- Friday, November 28 – Winter Wonderland Arts & Craft Fair – library craft table from 1:30-3pm
- Friday, November 28 – Friends of the Library Annual Cookie Walk at 4pm at Acorn Lodge
- Thursday, December 11 – Library Board of Trustees Meeting at 4:30pm
- Saturday, December 13 – Artist's Reception from Noon-1:30pm
- Saturday, December 20th – Most Wonderful Time of the Year event with Santa at 10:30am
- Closed for the Holidays: December 24, 25, 31 and January 1



Boulder Junction Community Foundation

Our mission: To preserve and enhance Boulder Junction for present and future generations.

FIDUCIARY REPORTS TO THE TOWN BOARD November 25, 2025

The Boulder Junction Community Foundation is an Affiliate Member of the Community Foundation of North Central Wisconsin (CFONCW) as of 1/1/2023. *In our merger, we secured the same low rate of 2% on all Fiscal Agreements with the town of Boulder Junction. All other Fiscal Agreements (with entities other than the town) will be at the normal 5% rate.*

NORTH CREEK LOOP TRAIL FUND (NCLT)

Contracts Signed: November 17, 2020 & December 20, 2022

ACTUAL COSTS:	\$1,069,411.60	Pitlik & Wick
	\$73,255.50	Town & Country Engineering
	\$6,519.13	Signage, Survey, Sitework, . . .
	\$1,149,186.23	TOTAL PROJECT COST

\$732,132.48 Foundation funds paid to town

1 OUTSTANDING BILL FOR GRAVEL REPLACEMENT COMING IN 2025.

\$14,813.53 Current balance held by Foundation

BOULDER JUNCTION BASKETBALL COURT FUND (BB)

Contracts Signed: February 13, 2024

\$84,000.00 Projected Project Costs
(\$81,000 project cost + \$3000 two benches)

\$20,000.00	Town Funds for Project
\$2,500.00	Park & Recreation Department Funds
\$47,265.67	Foundation Grant paid to town November 2024
\$9,020.90	Foundation Grant paid to town October 2025
\$11,779.26	Current balance held by Foundation

\$90,565.83 TOTAL FUNDS

TALL PINES DISC GOLF COURSE FUND (DGC)

Contract Signed: January 28, 2025

\$44,000 Projected Project Fundraising
(\$26,800 project cost + \$13,200 contingency funds for additional work)
Any residual at end of project will be placed in the Park & Recreation
Maintenance Fund)

\$6,000.00 Town commitment to the project

\$27,044.93 Foundation Grant paid to town October 2025

\$2,695.29 Current balance held by the Foundation

\$35,740.22 TOTAL FUNDS

Town of Boulder Junction Designated Fund

(Held in the Boulder Junction Community Foundation Family of Funds)

Boulder Junction Parks & Recreation Maintenance Fund

Contract signed. 12/28/24, revised 1/22/25

Fund Purpose: Funds are designated for any parks maintained by the Town of Boulder Junction. This shall include but not be limited to on-going maintenance activities for Boulder Junction Parks and Recreation facilities, funding of staff positions for Parks and Recreation maintenance or programs, or purchase of equipment for use within the Parks and Recreation facilities.

\$5,004.53 Current balance held by the Foundation

Town of Boulder Junction Designated Fund

(Held in the Boulder Junction Community Foundation Family of Funds)

Boulder Junction Bike Trail Maintenance Fund

Contract signed. 6/23/25

Fund Purpose: Funds are designated for any bike trails maintained by the Town of Boulder Junction. This shall include but not be limited to on-going maintenance activities or purchase of equipment for use on the bike trails.

\$15,277.71 GRANT from BOULDER JUNCTION COMMUNITY FOUNDATION 6.23.25

\$17,220.11 Current balance held by the Foundation