

**REGULAR MEETING
MINOCQUA BOARD OF SUPERVISORS
April 8th, 2026**

A regular meeting of the Minocqua Board of Supervisors was called to order by Chairman Mark Hartzheim at 5:00 p.m. on April 8th, 2026 in the Board Room of the Minocqua Center.

Present were: Chairman Mark Hartzheim; Supervisors, Billy Fried and Erika Petersen; Roben Haggart, Town Clerk; Mark Pertile, Director of Public Works. Supervisors Billy Fried and Brian Fricke were excused.

Motion by Fried, seconded by Petersen to approve the agenda as presented. Voice vote: Motion carried.

Motion by Fried, seconded by Petersen to approve the minutes from the Regular Town Board meeting held on March 3rd, 2026. Voice vote: Motion carried.

OLD BUSINESS

SECOND READING – PEDDLERS, SOLICITORS, CANVASSERS & TRANSIENT MERCHANTS

Chairman Hartzheim presented Amended Ordinance, Article VI-Peddlers, Solicitors, Canvassers and Transient Merchants – amending the ordinance to establish a fee of \$200 for initial food truck inspection and \$50 for each additional day in the same calendar year for a second reading and adoption.

Motion by Fried, seconded by Petersen to waive the reading and adopt amended ordinance Article VI as presented. Voice Vote: Motion carried.

CONDOMINIUM PLAT- LAKESIDE LANDING CONDOMINIUM PLAT

Motion by Fried, seconded by Petersen to table item 2 under old business to a future meeting date. Voice vote: Motion carried.

NEW BUSINESS

APPOINTMENT TO MINOCQUA PUBLIC LIBRARY BOARD OF TRUSTEES

Kelly Raddatz, Director Minocqua Public Library is requesting to appoint Sandy Roggow to the Minocqua Public Library Board of Trustees to replace Pat Pechura whose term expires on April 1st, 2027.

Motion by Fried, seconded by Petersen to appoint Sandy Roggow to the Minocqua Public Library Board of Trustees as requested by Library Director Kelly Raddatz. Voice vote: Motion carried.

REVISED COUNTY PLAT - HOLY MOLY

Motion by Petersen, seconded by Fried to table item 2 under new business to a future meeting date. Voice vote: Motion carried.

CERTIFIED SURVEY MAP – SHAWN & JENNIFER HARTSHORN LIVING TRUST

Certified Survey Map #09-26: Preliminary two (2) lot Certified Survey Map of lands owned by the Shawn & Jennifer Hartshorn Living Trust, submitted by Maines & Associates, Greg Maines, surveyor, for the following property further described as: Part of Government Lot 2, Section 8, T39N, R4E, PIN #MI 640-8, 8524 West Amber Lake Road, Town of Minocqua. All County requirements have been met. The Plan Commission minutes were reviewed with a recommendation for approval.

Motion by Fried, seconded by Petersen to forward CSM# 09-26 to the County with a recommendation for approval. Voice vote: Motion carried.

CERTIFIED SURVEY MAP- RLSS LLC

Certified Survey Map #10-26: Preliminary eight (8) lot Certified Survey Map(s) of lands owned by 6207 RLSS LLC, and submitted by Riverside Land Surveying LLC, Keith Walkowski, surveyor, for the following property further described as: Part of Government Lot 4, Section 24, T39N, R6E, PIN #MI-2355-13, 8990 Thoroughfare Road, Town of Minocqua.

Keith Walkowski was present. The board reviewed the Plan Commission minutes. There were concerns expressed with the creation of the road not being part of the lot(s) and being a stand-alone parcel. The plat does meet all County requirements.

Motion by Fried, seconded by Petersen to forward CSM# 10-26 to Oneida County with approval from the town but also note the concern of the keyhole stand alone lot that is being created. Voice vote: Motion carried.

CONDITIONAL USE PERMIT- THE BOATHOUSE

Conditional Use Permit #11-26: Conditional Use Permit application by F.J. Frazier, applicant, BHMQ LLC, owner, to redevelop and expand the existing restaurant and outdoor seating areas on the following described property: Part of Lot 13, Block 12, Village of Minocqua, and part of Government Lot 5, Section 14, T39N, R6E, PIN #MI-2206-13 and #MI-2206-16, 305 W. Park Avenue, Town of Minocqua. (The Boathouse).

Several representatives for the project were present and answered questions from the board. There was a lengthy discussion at the Plan Commission meeting and they unanimously recommend approval. Parking was discussed as they will need a waiver from the Town. The board agreed to provide a parking waiver as long as all current parking is retained. They will also need a waiver for the turning radius on one of the parking spots and a waiver for the 5-foot setback requirement. Mark Pertile stated that they need a storm water easement agreement with the town.

It was stated by the architect that the Conditional Use Application will likely be denied by the county and the applicant will have to go to the Board of Adjustment. The board members were in full support of the project and offered to assist if needed at the county level. The liquor license will be held by the town until project completion.

Motion by Fried, seconded by Petersen to accept the recommendation from the Plan Commission and approve CUP# 11-26 with the following notations:

- **Establish a Storm Water Easement Agreement with the Town**
- **Recognize existing parking area and waive any additional requirements**
- **Waiver of 5-foot set-back requirement**
- **Approval of turning radius variance**
- **The Town considers the Boathouse to be a significant historical & cultural site and requests that required variances be provided in order to remodel the existing structure**

Voice vote: Motion carried.

MINOCQUA/KAWAGUESAGA LAKES PROTECTION ASSN – DESIGNATION OF WAKE BOAT ZONES

Motion by Fried, seconded by Petersen to table until the next meeting. Voice vote: Motion carried.

CROSS COUNTRY CRUISERS – HWY 70 WEST SNOWMOBILE TRAIL

Cross Country Cruisers representatives were present requesting board approval for a State Trunk Highway Connection application for the snowmobile trail that runs from Morgan Road to Niemi Road. The club has been working with the Department of Transportation (DOT) to eliminate a trail crossing on Highway 70 West at Neimi Drive. The town has to apply and receive approval from the DOT in order to establish the crossing.

Motion by Fried, seconded by Petersen to apply for the State Trunk Highway Connection to eliminate the dangerous crossing by the carwash and authorize the town chairman to sign the application. Voice vote: Motion carried.

COUNTY HIGHWAYS -SQUIRREL LAKE ROAD, PINE LAKE ROAD & WILLOW ROAD

Chairman Hartzheim received a request from the Town of Lynne asking the Town of Minocqua to partner with them to petition Oneida County to designate Squirrel Lake Road, Pine Lake Road and Willow Road as county highways. Bob Almenkinder District 19 County Board Member was present. He stated that there is heavy logging traffic on these roads and the Town of Lynne is concerned about future maintenance and re-construction needs, as they do not have a budget for those items. The county has over 80,000 acres of county land and rely on the stumpage revenue. Designating these roads as county highways would also allow for some grant opportunities for the county to take advantage of. The roads are considered a major feeder road with opens up grant eligibility. Mark Pertile, Director of Public Works estimated the costs for future road repairs to be in excess of 10 million dollars so the town would benefit by not having to do future maintenance. In conjunction with the request, the Town's would like to see these roads listed as a priority for future improvements. Plowing was discussed. There is an option for the county to contract with the town for snow removal, which would likely offset the loss of gas tax money on those roads. Supervisor Fried and Bob Almenkinder sit on the county highway committee and recognize the county's resistance for making these roads county highway and will advocate for the Town of Lynne and the Town of Minocqua.

Motion by Fried, seconded by Petersen to move forward and submit the request to the County in coordination with the Town of Lynne to designate Squirrel Lake Road, Pine Lake Road and Willow Road as County Highways with the notation that the roads be listed as a priority for future improvements. Voice vote: Motion carried.

APPOINTMENT TO BEAR LAKE PROTECTION & REHABILITATION DISTRICT

Chairman Hartzheim would like to re-appoint Ron Mundt to another 1- year term on the Bear Lake Protection & Rehabilitation District.

Motion by Fried, seconded by Petersen to accept the Chairman's recommendation to re-appoint Ron Mundt to another 1-year term on the Bear Lake Protection & Rehabilitation District. Voice vote: Motion carried.

5 YEAR PARK & OUTDOOR RECREATION PLAN

Chairman Hartzheim provided an updated 5-Year Park & Outdoor Recreation Plan for the board's consideration. Updating the plan is a formality and is required for some grant applications. The board suggested adding in the town's partnership with the UTV & snowmobile clubs.

Motion by Fried, seconded by Petersen to adopt the amended 5-year plan with the additional language added to include partnering with the clubs as discussed. Voice vote: Motion carried.

PUBLIC PARTICIPATION PLAN – COMPREHENSIVE PLANNING

Chairman Hartzheim is seeking approval of a resolution for Public Participation Plan for comprehensive plan update. The resolution addresses the public participation in the planning process to include all meetings open to the public and a public hearing(s) to solicit public comment.

Motion by Fried, seconded by Petersen to approve the resolution as presented. Voice vote: Motion carried.

RESOLUTION – 2026 FEDERAL LAND AND WATER CONSERVATION FUND

Mark Pertile, Director of Public Works is seeking approval of a resolution supporting the 2026 Federal Land and Water Conservation Fund (LWCF) grant program. The resolution will satisfy grant application requirements for the Bearskin Park bathroom facility repairs/replacement. The grant would fund the project for 50% of the cost associated with the facility improvements.

Motion by Fried, seconded by Petersen to adopt the resolution as presented. Voice vote: Motion carried.

FIRST READING OF AMENDED ORDINANCE – MINIMUM STANDARDS FOR ROADS

Chairman Hartzheim presented ordinance amendment, Division III, Sec. 50: Minimum Standards for Roads for a first reading. Mark Pertile stated that the amendment will change the requirement for compacted gravel from 6 inch to 8 inch on seasonal roads and 10 inches for year-round roads. The board suggested that this amendment only apply to all new roads not existing. Mark will make the correction for the second reading.

Motion by Fried, seconded by Petersen to approve the first reading with the additional language stating new roads only and not existing and return for a second reading and adoption at the next meeting. Voice vote: Motion carried.

Motion by Petersen, seconded by Fried to adjourn meeting. Voice vote: Motion carried. Meeting adjourned at 6:30 pm.

Roben Haggart
Town Clerk