

**MINUTES OF THE REGULAR BOARD MEETING
DECEMBER 14, 2015 AT THE MINONG TOWN HALL**

CALL TO

ORDER:

Meeting was called to order by Chairman Harold Smith at 7:00 PM. All board members, Clerk/Treasurer and Deputy Clerk/Treasurer and Trainee Susan Conaway were present.

APPROVE

AGENDA:

Motion by Featherly 2nd by Jim Smith to approve agenda as presented. All in favor. Carried.

APPROVE

MINUTES:

Motion by Featherly 2nd by Warner to approve the minutes of November 9, 2015 with one correction being on page 3 under Constable the word hug should be changed to huge. All in favor. Carried.
Motion by Jim Smith 2nd by Warner to approve the Budget Hearing Minutes of November 30, 2015. All in favor. Carried.

PAY BILLS:

Motion by Featherly 2nd by Jim Smith to pay check numbers 25941 thru 26004, in the amount of \$56,370.15. All in favor. Carried.

FINANCIAL

REPORT:

Motion by Jim Smith 2nd by Wojt to approve the financial report dated December 14, 2015, \$912,049.33. All in favor. Carried.

OLD

BUSINESS:

Culvert/Bridge on Narrows Trail – from last meeting

Smokey stated he had nothing new on this matter at this time.

Skip Fielder our Washburn County Representative gave an update on this matter, stating due to no DNR permit and residents protested that they wanted a bigger culvert, Fielder requested it to be tabled and as a result it did not make it into the Annual Budget Process for 2016. Skip stated there is a Resolution that the County has to pay the 50/50 and that depending on what takes place they may have to amend their budget for 2016 or wait until 2017.

Smokey stated they wouldn't know what needs to be done until spring when they will take the roadbed off the top to see what needs to be done.

Funding for Shop Addition Update – (Resolution #94 attached)

Clerk read the borrowing Resolution that needs to be signed and given to the Bank to lock in the interest rate of 2.75 for 7 years, with all payments remaining the same. We would be paying off Loan #30569 in the amount of \$32,092.00 in January of 2016. Also stating we would be borrowing \$400,000.00 and consolidate the remaining outstanding loan #30748 in the amount of \$109,000.00 from the Community Bank of Northern Wisconsin, Spooner, WI for a total of \$509,000.00.

Motion by Jim Smith 2nd by Warner to approve the signing of this Resolution to send to the bank. All in favor. Carried.

Clerk also stated we have a Town Tax Resolution #95 (Attached) that needs signing also. This is for the 2015 Tax Levy which will be collected in 2016 in the amount of \$678,000.00, which was approved at the Budget Hearing on November 30, 2015.

Motion by Warner 2nd by Wojt to approve this Tax Resolution for 2015 Levy collected in 2016. All in favor. Carried.

NEW

BUSINESS:

Assessor's Contract Renewal -

Clerk read the contract which is for \$8,700.00 for the year of 2016 with ½ due on February 1, 2016 and the balance at completion.

Motion by Warner 2nd by Jim Smith to approve the Assessor's Contract for 2016. All in favor. Carried.

Election Inspector's Appointments –

List of Election Officials for 2016 is attached

Motion by Jim Smith 2nd by Featherly to approve the attached list of Election Inspectors for 2016. All in favor. Carried.

Set Date for Town Caucus –

Board decided to have the Town Caucus on January 11, 2016 at 6:30 pm before the Regular Meeting.

Motion by Featherly 2nd by Warner to approve January 11, 2016 at 6:30 pm for the Town Caucus. All in favor. Carried.

Review any 2015 Budget Amendments - (Information attached)

Clerk showed that Roadwork, Fuel, and Equipment were under by a total of \$90,000.00. Also the total Budget showed \$106,695.00 of net income and subtracted off \$26,000.00 to cover payroll & liabilities & expenses until the end of the year (2015). There will be approximately \$80,000.00 left for Amendments. Smokey stated he would like \$14,000.00 to go into Gravel. It was suggested to put \$30,000.00 into the Building Fund for the Shop addition and \$30,000.00 into the Bridge Fund for the Culvert on Narrows Trail.

Motion by Warner 2nd by Featherly to approve these amendments as stated above. All in favor. Carried. Warner moved to transfer \$5000.00 into the Employee Health Fund and \$2000.00 into the Police Protective Fund, 2nd by Featherly. All in favor. Carried

Resolution to use Website as posting place –

Motion by Featherly 2nd by Jim Smith to approve writing a resolution to use the Town's Website along with the Town Hall Door and the Posting Board outside as the legal posting places for the Town of Minong. Eliminating the Bond Park posting. All in favor. Carried.

Skip Fiedler – County Board Representative –

Fiedler gave update on information going on at Washburn County, and the roadwork that has been done in the town of Minong. He also encouraged anyone who is interested to run for the County Board Representing the Town of Minong.

Operator's License –

The constable gave his opinion on the License in question regarding the record check.

Motion by Featherly 2nd by Wojt to deny this Operator's License. All in favor. Carried.

ROADS:

Maintenance -

Larry Radzak reported that the road crew has painted some of the equipment and is working on updating high intensity road signs.

Grant work Projects, St Croix Trail and Nancy Lake Road will be started soon

Board moved to allow Mike Myers to haul 400 yards of fill sand with his own equipment as long as he meets with the board and provides proof of insurance.

Purchases –

Smokey stated they are waiting for quotes from Lawson and Fastenal for bolts.

Motion by Warner 2nd by Wojt to approve purchasing new bolts from whichever had the lowest quote. All in favor. Carried.

MONTHLY REPORTS:

Fire & Ambulance –

Smokey reported there were no fires in the Town for November.

Also there were 4 Ambulance runs in the Town.

Transfer Station –

Smokey reported there were 5 loads in November average 64.1 ton with a monthly average of 12.8 ton. Total collection through 11/28/15 was \$3,161, YTD \$38,181. (\$8,886 ahead of last year)

Constable –

Erik reported on the rising Meth issues – Northwood School and Police Chief are working on a program regarding this issue. Village of Minong is getting a new squad car, and maybe we would like to purchase the old one. Erik discussed the dog walker on Bass Lake Road, and explained that he needs the date, time and a call directly to him when it occurs.

Lake Committee –

Laurie Johnson reported that the Lakes Grant was approved and the payments need to be made at the June, July and August meetings for \$8,000 each month.

Shop Committee -

Roger reported they had a meeting 12/9 and are still going through the details to start the bidding process. Committee will meet again to decide which way to go, and wants the right to deny any/all bids.

Other Meetings Attended -

Chuck Warner reported he attended 2 Library meetings. They are working on setting up their website, and getting funding for the position of a certified librarian.

Roger reported that he and Larry attended a Highway Safety which covered placement of signs, marking of roads, and keeping inventory. Larry will put some of the old signs on the private roads. We were the only town represented at the meeting that had the high reflective road signs. Discussion followed on getting new reflective fire signs.

Citizen Comments -

None at this time

Other Business -

Chairman requested that Board members and Staff need to attend the Board of Review training on Friday February 19, 2016, in Cable, WI.

Board approved Susan Conaway to attend an Excel training in Eau Claire in January 2016.

New office furniture started arriving today, 12/14 along with the bill. Board discussion. Motion by Featherly and 2nd by Jim Smith that the check could be made out, but not given until the work is correct and complete. All in favor, motion carried.

Clerk presented the change to the Employee Handbook regarding the Health Insurance beginning at day 90 instead of 6 months.

DATE &

AGENDA:

Next Board Meeting: January 11, 2016 at 7 pm

Motion to Adjourn regular meeting and go into closed session Pursuant to WI Statues 19.85 (1) (c) by Featherly and 2nd by Jim Smith

Roll Call Jim Smith, Linda Featherly, Roger Wojt, Chuck Warner, Smokey Smith, Jo Anne Denninger, Susan Conaway and Karen Denninger.

Motion to reconvene into open session by Featherly and 2nd by Jim Smith.

Act on closed session item - Motion by Featherly and 2nd by Wojt to approve the .50 / hr raise for Deputy Clerk/Treasurer effective January 1, 2016, on the same schedule as other employees. The hours are a minimum of 15 and a maximum of 20 hours per week with no banking of hours. All in favor, motion carried.

ADJOURN:

Motion by Warner and 2nd by Featherly to adjourn. All in favor, motion carried.

Chairman

Clerk/Treasurer