

**MINUTES OF THE REGULAR BOARD MEETING
JUNE 13 2016 AT THE MINONG TOWN HALL**

DISCUSSION AND/OR ACTION CAN BE TAKEN ON ALL AGENDA ITEMS

NOTICE: IF SOMEONE WITH A DISABILITY REQUIRES THAT THE MEETING BE ACCESSIBLE OR THAT MATERIALS AT THE MEETING BE IN AN ACCESSIBLE FORMAT, CALL THE CLERK'S OFFICE AT LEAST 48 HOURS IN ADVANCE TO REQUEST ADEQUATE ACCOMMODATIONS.

VERIFY LEGAL POSTING NOTICE – Clerk stated it was properly noticed.

**CALL TO
ORDER/**

ROLL CALL: Meeting was called to order by Chairman Harold Smith at 7 PM. Board members present were Jim Smith, Linda Featherly, Roger Wojt, Chuck Warner. Also present were Clerk/Treasurer Susan Conaway and Deputy Clerk/Treasurer Karen Denninger.

APPROVE

AGENDA: Motion by Jim Smith 2nd by Featherly to approve the agenda. All in favor. Carried.

APPROVE

MINUTES: Motion by Jim Smith 2nd by Warner to approve the minutes of May 9, 2016 with the following amendments. All in favor. Carried.

Clerk explained the amendments

Under New Business – Review Contract changes - Fixed Price Change Proposal – “it was motioned to give this to the shop committee to look over and decide what should be done.”

The board made a decision regarding these changes after the meeting so the changes could get sent back to Northwest Builders on a timely basis.

Under zoning regarding the Passolt application, it was motioned to decline and put in the comments section of the request that we would approve 2 lots at 1 ½ acres each. In looking at the request after the meeting, the request does not give us the option to put this wording into the comments section. Therefore, it was declined due to our Ordinance and the Comprehensive plan and nothing in the comment section regarding the 2 lots.

PAY BILLS: Motion by Featherly 2nd by Warner to approve Debit Transactions numbers 84 – 90, and check numbers 26312 – 26370 in the amount of \$105,001.87. All in favor. Carried.

FINANCIAL

REPORT: Motion by Featherly 2nd by Wojt to approve the June 13, 2016 Financial Statement in the amount of \$1,031,862.63. All in favor. Carried.

OLD

BUSINESS: **Easement for Island View Rd -**

Jim Smith reported he hasn't heard anything new at this time, but that Larry Radzak received an estimate from Washburn County of their cost for this road.

Motion by Featherly 2nd by Jim Smith to table until we have a final cost of this project. All in favor. Carried.

Town Hall Rental- tabled from last meeting

Discussion on working with the Lakes Associations regarding booking the hall so far ahead of time that the Town Residents do not have a chance to rent it for graduations, etc.

Clerk explained that we have had to turn down 3 residents that wanted to rent the hall, but between the 5 Lakes Associations most weekends are booked. The Lakes Associations do not pay to rent the hall but the residents do pay for the rental. The Lakes Association will contact Linda Featherly to come to their next meeting to discuss the situation and come up with a solution.

Motion by Featherly 2nd by Warner to table for more information. All in favor. Carried.

Heating Contracts -

Clerk reported Northwoods Propane prices are 75.9 summer season and .96 for the heating season. There is no fee for setup.

Motion by Warner 2nd by Featherly to switch to Northwoods Propane, but not to purchase our own tanks. All in favor. Carried.

Clerk will contact them for a Contract.

Snowplow costs of Private Roads & Drives – (tabled from annual meeting)

Supervisor Wojt and Supervisor Featherly feel the Driveway fees are adequate, but would like to see the Private road fees increased by \$50.00 each. The Private Road Fee less than ½ mile would increase to \$275.00 from \$225.00 and the Private Road Fee more than ½ mile would increase to \$325.00 from \$275.00.

Smokey stated he doesn't feel we are losing money on these Private Roads.

A Roll Call vote was taken: Jim Smith, Linda Featherly, Roger Wojt and Chuck Warner were all yes in favor of this increase.

Harold Smith was a no, not in favor of this increase. Carried.

**NEW
BUSINESS:**

Liquor License Applications - (List attached & can be seen at the Town Hall)

Clerk read list of Applicants for the period July 1, 2016 to June 30, 2017.

Motion by Jim Smith 2nd by Wojt to approve the Liquor License applications for Black Bear Golf, K-I Club, Buck N Wing and Rest EZ Campground. All in favor. Carried

Operator's License Applications – (List attached & can be seen at the Town Hall)

Clerk presented a list of all applications and stated all Record checks were o.k. Again period starting July 1, 2016 to June 30, 2017.

Motion by Featherly 2nd by Jim Smith to approve all Operator's License. All in favor. Carried.

Bona Drive letter –

Smokey state the Town accepted this as a Town road on September 11, 2006, and he is not in favor of changing the name of this Road as it would involve changes at the County and the 911 system.

Clerk stated we have corrected the spelling of Scovil Lake Rd on our end.

Motion by Harold Smith 2nd by Jim Smith to leave the name as Bona Drive. All in favor. Carried.

Portable Dog Kennel/Leash/Food -

Warner asked if the Town could get a cage, leash and food to have when board members have to pick up stray dogs. Erik stated he will get a cage & leash for us to leave in the kennel. There is dog food here and we can put in the shop to be accessible for whoever needs it.

Senior Center Donation -

The Town has already given a donation to the Senior Center for this year.

Motion by Warner 2nd by Wojt to deny this request. All in favor. Carried.

Boy Scout Donation –

It was discussed to ask all scout troops, Boys Scouts, Cub Scouts and Girl Scouts to be a part of the Town Cleanup Day every year.

Motion by Featherly 2nd by Warner to donate \$200.00 to Boy Scout Troop 97 for their help with the Town Cleanup Day this year. All in favor. Carried.

Playground Equipment –

Town received an email from Northwood school saying they have some playground equipment they would trade for gravel or hauling fill.

Featherly stated when she picked out the playground equipment we have now it is for the younger children so as to prevent the loitering and mischief older children could get into. She would like to keep it a small children's playground.

Motion by Featherly 2nd by Wojt to deny this playground equipment. All in favor. Carried.

Town Board Monthly meeting date –

Clerk stated that at one time the Town board meetings used to be the first of the month, but were changed for the previous clerk as she had other meetings on that date. It was questioned if the board would like to go to the first of the month for the monthly board meeting and if they would want to have them at 6pm instead of 7pm. Discussion followed.

Motion by Warner 2nd by Jim Smith to leave as is. All in favor. Carried.

Fire Inspection Completed – Results - (Copy attached & can be seen at Town Hall)

Motion by Featherly 2nd by Jim Smith to order all fire extinguishers needed from the Fire Department. All in favor. Carried.

Outside Drop Box –

Discussion on why we would need this. For Tax payments, Bids, to leave keys after events, etc.

Motion by Warner 2nd by Featherly to table for now and have the Clerk look into this and bring back to the board. All in favor. Carried.

Audit –

Clerk explained the Audit for 2015 is here and the board can look at it and can bring any questions to our next meeting.

June 18th Fun Run – Road Closure Request –

Tracy Elkins from the Minong Center was present to present this request. The run would be on Lakeside Rd and she would like to have the road closed from 9:30 to 12:00 pm. It was explained that the Town's portion starts at Pixley Drive. Erik Gulbrandsen stated he would put up the Barricades.

Motion by Warner 2nd by Featherly to approve this road closure request. All in favor. Carried.

ZONING:

Rezoning Application for James Olson -

Variance of 2 ft from the side property line and a variance of 41 ft from the centerline on Peninsula Rd for garage. Discussion followed.

Motion by Jim Smith 2nd by Wojt to approve this request. Jim Smith, Featherly and Wojt – Yes, Harold Smith and Chuck Warner – No. Carried.

ROADS:

Maintenance -

2016 LRIP Blacktop Bids – (Bid sheet attached)

Scott Construction Bid for Coyote Drive - \$31,682.00, Cold Mix

Monarch Paving Bid for Coyote Drive - \$33,352.98, Hot Mix

\$32,553.16, Cold Mix

Motion by Warner 2nd by Featherly to accept Scott Construction Cold Mix Bid in the amount of \$31,682.00. All in favor. Carried.

Blacktop Bids – (Bid sheet attached)

Monarch Paving – Greenwood Overlay – Hot Mix - \$47,288.76, Cold Mix \$46,659.15.

Featherly & Finch – Hot Mix - \$9,572.85, Cold Mix \$9,330.57.

Scott Construction – Featherly & Finch – Cold Mix - \$9,957.00

Greenwood – Cold Mix - \$49,786.00

Motion by Warner to accept Monarch Paving Hot Mix bids for Greenwood and Featherly & Finch Roads in the amount of \$56,861.61. All in favor. Carried.

SealCoat Bids – (Bid sheet attached)

Scott Construction -

Nancy Lake Rd, Cty I to Gilmore Dr - \$19,957.00

Gilmore to Smith Bridge Rd – 15,857.00

Smith Bridge to Pavement Change – 19,017.00 Total \$54,831.00

Fahrner Asphalt Sealers –

Nancy Lake Rd, Cty I to Gilmore Dr - \$23,825.24

Gilmore to Smith Bridge Rd - \$18,916.85

Smith Bridge to Pavement Change - \$22,598.14 Total \$65,340.23

Motion by Jim Smith 2nd by Warner to accept Scott Construction bid in the amount of \$54,831.00. All in favor. Carried.

Flex Patching Bids – (Bid sheet attached)

Fahrner Asphalt,	Ostrom Rd - \$4,135.56	
	Three Mile - \$12,618.76	Total \$16,754.32
Scott Construction,	Ostrom Rd - \$1,657.00	
	Three Mile - \$6,337.00	Total \$7,994.00

Motion by Warner 2nd by Wojt to accept Scott Construction bid in the amount of \$7,994.00. All in favor. Carried.

Purchases -

Nothing at this time

**MONTHLY
REPORTS:**

Fire & Ambulance –

Smokey reported there were 22 ambulance runs of which 11 were in the Town and 8 fire runs of which 6 were in the Town.

Transfer Station –

Smokey reported there were 5 loads in April, average 59.6/ton with monthly average of 11.92 ton.

Collections through 4/30 was \$3,290.00 and Year to Date Total of \$7,808.00.

August 6, 2016 will be a Free Clean Up Day for the Town on Minong Residents at the Transfer Station.

Constable –

Erik Gulbrandsen reported the new Village squad car is about 90% done.

Erik reported there is a Company that will take the Village, Town and Washburn County vehicles that need to be sold to auction. They take care of removing all law enforcement equipment, they come up with drivers to drive to the auction and charge 8% of the sale price for this service. Our vehicle would probably go pretty high as it is low mileage.

Motion by Jim Smith 2nd by Featherly to have Erik handle the auction process for Town’s old squad car. All in favor. Carried.

Clerk stated she spoke with Denise at the Village and was given a tentative date of June 20, 2016 for their new squad car to be ready, and when they receive it they will give us all the information on their old squad car with the odometer reading. Clerk will cut a check to the Village at that time.

Erik stated there is a Camera System in the Village squad car at this time. Erik thinks it would be around \$1,500.00 if we would want to purchase this along with the squad car.

Motion by Featherly 2nd by Jim Smith to allow Erik to purchase this camera. All in favor. Carried.

Discussion on billing a resident if the constable is called out more than once on the same dog. Deputy Clerk will check into previous minutes to see if this was done previously. Otherwise we will table and work on a billing process for this.

Also Clerk stated we have had a noise complaint and have no ordinance for this. This will be on the July agenda.

Lake Committee –

John Ney was present and stated the Boat inspection program is going well. Also that they will be having a series of 4 one hour nature talks by a specialist. They will be on Friday mornings. They have the research grant going on regarding aquatic plants.

John stated they will inform Linda Fatherly when the next Lakes Committee meets so she can attend.

Shop Committee:

Roger gave report. Discussion on Fixed Price Change Proposal regarding Floor Drains. This was not on the original bid and the price would be \$395.01. They drains have already been put in.

Featherly made a comment regarding how many changes are going to continue to come thru and take us over our original amount voted on.

Also discussion on other change proposals regarding the LED lighting in the existing shop, which shouldn’t be labeled as a change order to do with the new addition.

Motion by Warner 2nd by Jim Smith to approve the Fixed Price Change Proposal for the Floor Drains in the new shop addition of \$395.01. All in favor. Carried.

Clerk stated she will email Josh tomorrow with the signed change for the Floor Drains and let him know we will table the other Change Proposals until the July 11, 2016 meeting.
Motion by Jim Smith 2nd by Featherly to go back to the Shop Committee with the Change Proposals regarding the lighting issue with the existing shop. All in favor. Carried.

OTHER

MEETINGS:

Warner stated he attended a Library meeting on the 8th of June.
20 kids have signed up for summer reading activities. There will be a Minong Library Birthday celebration this coming Saturday from 9am to 1pm.
The Library now has approval from other Townships for donations.

Featherly stated she did attend the zoning meeting regarding the Passolt issue from last meeting and the County did deny their request also.

Clerk stated she has more information regarding the Shop.
Wanted us to know that Community Bank of Northern Wisconsin where we bank has been sold and is now Citizens Community Federal.
Also in talking with Josh at the bank, the previous clerk in setting up the draws on the loan for the shop addition had set up that we would send the bills to the bank and the bank would cut a check to Northwest Builders. Clerk does not feel this is how we should do the draws. We would like to request the funds as the bills come in and cut the checks ourselves.
Motion by Warner 2nd by Featherly to set this up however the clerk wants it done. All in favor. Carried.

CITIZENS

COMMENTS:

Larry Radzak stated we will be under budget on our Chip Seal by about \$6,000.00, also our Flex Patch and Crack Seal, so maybe to plan accordingly to spend on additional projects. Just for informational purposes.
Smokey stated we can probably use some of it on Gravel.

Clerk read retirement thank you letter from the previous Clerk, JoAnne Denninger.

DATE &

AGENDA:

Next Board Meeting: July 11, 2016 at 7 PM
Clerk stated items for next month agenda will be, Noise Ordinance and Dog Ordinance

Time was spent picking colors for the new shop addition by the Board, Road Crew and Shop Committee persons present.

ADJOURN:

Meeting adjourned at 9:12 PM

Chairman

Clerk/Treasurer