

**MINUTES OF THE REGULAR BOARD MEETING
MARCH 13, 2017 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 verified legal posting.

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 and Chuck Warner. Also present were Susan Conaway, Clerk/Treasurer and Karen Denninger, Deputy Clerk/Treasurer.

APPROVE

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

APPROVE

MINUTES: Motion by Featherly 2nd by Warner to approve the minutes of February 13, 2017. All in favor. Carried.

PAY BILLS: Motion by Featherly 2nd by Jim Smith to approve Debit Transaction numbers 115 & 116 and check numbers 26848 thru 26906 in the amount of \$78,739.51. All in favor. Carried.

FINANCIAL

REPORT: Motion by Jim Smith 2nd by Wojt to approve the financial statement dated March 13, 2017 in the amount of \$1,228,706.98. All in favor. Carried.

OLD

BUSINESS:

Camera System

Clerk gave report stating that Tucker McCumber was here and got both camera's up and running the way they should be. He was here a two hours and gave tips on different things to do such as wireless system on top of both buildings and a Crash Plan which would cost \$60.00 or \$70.00 a year to back up all three computer to the cloud. Especially in case of fire we could be up and running the next day.

Motion by Jim Smith 2nd by Warner to approve the Crash Plan. All in favor. Carried.

Narrows Trail –

Nothing at this time

Island View –

Nothing at this time

St Croix Trail –

Larry stated they will be testing the bores around March 15, 2017.

NEW

BUSINESS:

Open Crackseal/Flex Patch/Chip Seal/Blacktop Bids – (All bid sheets attached)

Warner read the bids starting with **Blacktop Bids** as follows:

Monarch – Massett Dr & Bass Lake Rd Hot Mix, \$12,784.40, Narrows Trail Patch Hot Mix, \$2,283.20, Island View Hot Mix, \$68,941.13, Island View Cold Mix, \$70,054.24, St Croix Trail Hot Mix, \$4360.71. Total of \$88,369.44.

Scott Construction – Massett Dr & Bass Lake Rd Cold Mix, \$18,049.00, Narrows Trail Patch Cold Mix, \$2,300.00, Island View Cold Mix, \$73,141.00, St Croix Trail Cold Mix, \$4,020.00, for a total of \$97,510.00.

Motion by Warner 2nd by Wojt to accept Monarch Hot Mix bid in the amount of \$88,369.44. All in favor. Carried.

Crackseal Bids –

Roy's Sealcoating - \$1.60 per Lb

Fahrner - \$3.00 per Lb

Motion by Featherly 2nd by Jim Smith to approve Roy's Crackseal Bid at \$1.60 per Lb. All in favor. Carried.

Chipseal Bids –

Scott Construction – Narrows Trail, \$26,164.00, Smith Bridge Rd, \$13,323.00, Shell Creek Rd, \$19,933.00, Lakeside, \$21,714.00 for a total of \$81,134.00.

Fahrner – Narrows Trail, \$30,836.54, Smith Bridge Rd, \$15,464.25, Shell Creek Rd, \$23,069.04, Lakeside, \$25,136.81 for a total of \$94,506.64.

Motion by Featherly 2nd by Warner to accept Scott Construction bid in the amount of \$81,134.00. All in favor. Carried.

Flex Patching Bids –

Scott Construction – Gilmore Dr 9.10 of a mi, \$3,210.00

Fahrner – Gilmore Dr south to Nancy Lake Rd, \$6,732.00

Motion by Jim Smith 2nd by Wojt to accept Scott Construction bid in the amount of \$3,210.00. All in favor. Carried.

2017 Lawn Mowing

Featherly suggested we advertise for bids for lawn mowing which will include the cemetery and to have the bids for our next regular meeting.

Jim Smith stated there will be a Cemetery meeting on April 4,5 or 6, 2017 and they would like to have a cleanup day towards the end of April.

Smokey stated he would like to see some people from the Town show up to help with this cleaning.

Motion by Featherly 2nd by Warner to advertise for bids for the mowing of the Town Hall, Bond Park, Cemetery and Bass Lake Park and also cleaning of Bass Lake Park and to have these bids for our next meeting which is April 10, 2017. All in favor. Carried

Employee Handbook Sections 305 & 502 –

Clerk explained that this was brought up last year that there are parts of the employee handbook that are not up to date and that we had decided we would review it throughout 2017. She will be bringing a section to each meeting to look at until it is all updated.

Section 305 Holidays was discussed.

Susan asked for additional Holiday's of Christmas Eve Day and New Years Eve Day. Explaining that Christmas Eve is family oriented and New Years Eve Day has to do with the auditors so we do not have any money on hand at the end of the year pertaining to Advanced Taxes at the end of the year.

Motion by Featherly 2nd by Wojt to table until budget time as this is to do with a budget expenditure. All in favor. Carried.

Section 502 Work Schedules was discussed.

Motion by Wojt 2nd by Warner to start the road crews four 10 hour days in the summer on the 1st Monday in May and to end the 1st Monday in October of each year. All in favor. Carried.

Items for Annual Meeting Agenda –

Wojt suggested to have the Purchase Replacement of the 2011 Dump Truck. Larry stated this was purchased in the fall of 2010. This is on the 7 years rotation.

Spring Clean Up Day –

Erik Gulbrandsen stated the boys scouts would be doing cleanup again but probably at a different time and Susan stated also the girl scouts would be doing some too.

Motion by Featherly 2nd by Warner to have the Cleanup following the Annual meeting which is on April 22, 2017 at 9 AM. And to have rolls, etc afterwards. All in favor. Carried.

ZONING: Nothing at this time

ROADS: **Stripe Nancy Lake Rd -**
Stripe Island View –

Quote from Washburn County is \$475.20 per miles for a total of \$950.40 for both Nancy Lake Rd from I to Smith Bridge, and Island View.

Motion by Warner 2nd by Featherly to accept this quote from Washburn Co of \$950.40 for both above mentioned roads for striping of a double yellow line. All in favor. Carried.

Maintenance -

Brushing.

Smokey stated there are getting to be a lot of signs that do not meet our ordinance regulations. Larry asked if they should take down all the illegal signs that have been put up. Smokey stated yes to take them down. Larry will let Susan know which ones are taken down in case the resident calls.

Purchases -

Larry stated they needed new chaps as theirs are all snagged and ripped and also safety shirts for the summer. Smokey stated to go ahead and purchase these.

**MONTHLY
REPORTS:**

Fire & Ambulance –

Smokey gave report stating there were 5 fire runs in February of which there were 3 in the Town and 20 Ambulance runs in February of which 8 were in the Town.

Transfer Station –

Smokey gave report stating there were 4 load at 44.7 tons in January, average load at 11.2 tons per load. Total collection of \$1,085.00.

Constable –

Erik gave report stating they did catch one of the burglar's was also one of the burglars that were taking the Birch poles.

Erik also stated Tucker McCumber got his remote going on his phone for the Camera's here and at the Transfer Station.

Lakes Committee –

Laurie Johnson gave report stating the Lakes Monitoring program will start again in May.

Also on McKenzie Lake they have found Zebra Muscles in the Lake. Laurie went to a meeting regarding this and they are most likely transmitted by boats.

Clerk's Update –

Susan gave report stating we have received our FEMA money for the flood related damage from 2016. **Also the Auditors were here.** Everything looks good so far but they will be coming back one more day as one of the auditors was unable to come that day.

Pocket of Prayer pamphlet with a gift card for Henson's IGA for the Road Crew & Staff of the Town thanking them.

Resignation letter - (attached)

Warner read resignation letter from Karen Denninger stating her last day will be May 31, 2017.

Motion by Warner 2nd by Jim Smith to have a Special Meeting on Thursday March 16, 2017 at 5 pm to discuss filling this position. All in favor. Carried.

Also she has Treasurer's Conferences coming up

Warner read letter from Northwood School thanking us for allowing local law enforcement to serve as school liaisons. (Letter attached)

Discussion from Other Meetings -

_Nothing at this time

CITIZENS

COMMENTS: Nothing at this time

DATE &

AGENDA: **Next Board Meeting: April 10, 2017 7 pm**
April 4, 2017 – Election and April 22, 2017 9am annual meeting

ADJOURN: Motion by Jim Smith 2nd by Featherly to adjourn. All in favor. Carried.
Meeting adjourned at 8:25 PM.

Chairman

Clerk/Treasurer