

**MINUTES OF THE REGULAR BOARD MEETING  
APRIL 10 , 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:** Legal posting notice was confirmed

**CALL TO**

**ORDER:** Meeting was called to order by Chairman Harold Smith at 7 PM.

**ROLL CALL:** 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 Featherly 2<sup>nd</sup> by Wojt to approve the agenda as presented. All in favor. Carried.

**APPROVE**

**MINUTES:** Motion by Jim Smith 2<sup>nd</sup> by Warner to approve minutes of March 13 Regular Meeting and March 16 & 28 Special Board Meetings. All in favor. Carried.

**PAY BILLS:**

Motion by Featherly 2<sup>nd</sup> by Warner to pay Debit Transactions 117 – 120 and check numbers 26907 thru 26963, in the amount of \$62,296.40. All in favor. Carried.

**FINANCIAL**

**REPORT:** Motion by Jim Smith 2<sup>nd</sup> by Wojt to approve the Financial Statement dated April 10, 2017 in the amount of \$1,222,958.08. All in favor. Carried.

**OLD**

**BUSINESS:**

**Narrows Trail –**

Chairman stated we did vote at the last meeting not to do anything with this at this time, however we received a check from FEMA in the amount of \$18,000.00 for Narrows Trail. Being we cannot fix the road the way FEMA wants we will have to return the check to them.

Motion by Jim Smith 2<sup>nd</sup> by Warner to return this check in the amount of \$18,000.00 for Narrows Trail to FEMA. All in favor. Carried.

**Island View -**

Larry Radzak stated Centurylink will be here to test boring the week of April 17, 2017. The County will start working on this right after the test borings.

**St Croix Trail –**

Larry Radzak reported the Test bores have been done. Waiting to hear back from Frank with the County and Larry Gotham if there might be a better way of doing it besides putting sheet pilings alongside the river. Might be a different option.

**Spring Clean Up Day –**

Just a reminder that Spring Clean Up will be after the Annual Meeting on Saturday April 22, 2017. Annual meeting is at 9 AM.

**NEW**

**BUSINESS:**

**Chairman reminded everyone that the Cemetery meeting is Tuesday April 11, 2017 at 6PM at Flap Jacks. Chairman would like to have as many people show up as possible.**

**Open Lawn Mowing Bids -**

We had one bid received by 4/7/17 deadline from Austin Janz. Prices as follows per time.

Town Hall & Shop	\$100.00
Bond Park	\$ 50.00
Bass Lake	\$ 75.00
Toilets @ Bass Lake	\$ 35.00
Cemetery	\$450.00

Motion by Featherly 2<sup>nd</sup> by Warner to accept the lawn mowing bid from Austin Janz for the 2017 Lawn Mowing. All in favor. Carried.

Jim Smith will oversee the Cemetery mowing and let Austin know when it needs mowing.

**Building Inspection Agreement – (Copy attached)**

Steve Boss our UDC Inspector was present to discuss this agreement.

Steve explained he has not had a Fee increase since 2006 and has raised the fees 20%. This was figured by the Cost of Living Wage Adjustment.

Motion by Jim Smith 2<sup>nd</sup> by Featherly to accept the New Agreement with the 20% Fee increase. All in favor. Carried.

Steve also has a **2015 Act 211 Delegation of Authority** which needs to be signed, giving the Town's approval for Steve Boss to Electronically file all permits to the State of Wisconsin beginning in 2018. There are two options for doing this number one would be, the Home Owner or Builder can file this with the State but By doing so it will take up to 30 days for permits to be issued by Steve and if there are any mistakes in the paperwork they would have to start all over again. Steve would have to be the one to make any corrections. Steve needs to go on the State website every 15 days to see if there are any new registrations for permits. He will not be notified of registrations.

The other option would be for Steve to register the applications himself.

Record keeping – Plans will be retained for 4 years, Applications and any reports to be retained for 7 years at which time Electronic files will be sent to the Town of Minong. Steve will need authority to destroy all paper copy's after sending the electronic files.

Motion by Featherly 2<sup>nd</sup> by Jim Smith to approve and sign this 2015 Act 211 Delegation of Authority. All in favor. Carried.

**Senior Center Donation – (Letter attached)**

Motion by Featherly 2<sup>nd</sup> Warner to approve a \$500.00 donation to the Minong Senior Center. All in favor. Carried.

**ZONING:** Nothing at this time

**ROADS:** **Maintenance -**

Larry Radzak stated they are doing cleanup. Road bans may be taken off next Monday by noon. Larry stated we have a V-Plow being painted and Town of Minong decals that will be put on it and then we will sit it on the Corner of Nancy Lake & Smith Bridge Roads for a yard ornament. Will move back into the woods in the fall.

**Purchases -** Nothing at this time

**MONTHLY  
REPORTS:**

**Fire & Ambulance –**

Chairman gave report stating there were 9 Ambulance runs of which 3 were in the Town and 3 Fire runs of which 1 was in the Town.

**Transfer Station –**

Chairman gave report stating there were 3 loads in February, 36.5 tons with monthly average of 12.17 ton. Year to date collections total \$2,573.00.

**Constable –** Constable not present

**Lakes Committee –** No one present

**Clerk's Update –** Nothing at this time

**Discussion from Other Meetings –**

**Chuck Warner stated** he attended a meeting with the Washburn County Emergency Preparedness. This involves setting up an emergency center for volunteers if there was a disaster in the area.

Chairman stated 5 of us went to the Wisconsin Towns Association District Meeting on March 31<sup>st</sup> or April 1<sup>st</sup> 2017. Legislature is trying to get Emergency Services extra money thru taxes, and money off taxes for Volunteers, also a clothing allowance and training to try to help keep volunteers.

**CITIZENS**

**COMMENTS:** Dawn Pearce had questioned the need for the Deputy Clerk/Treasurer position to go to a 32 hour week with benefits, previous to this meeting.

**Chairman asked if she would like to comment on this**

Dawn had spoken to all board members previously regarding this matter.

Dawn's concern's were:

What is the growth the board see's coming?

What is the cost going to be to the Town for this position with benefits?

What are the feelings regarding this, for the current Clerk and Deputy ?

What are the duties going to be expanded too for this 32 hour a week position?

Chairman said he can answer part of that stating that when we advertised for a part time position previously we had a total of 2 applications. If we are going to get people to fill these positions you have to make it worth their while.

Another resident questioned why we were almost doubling the hours.

Chairman stated we have one person here that has vacation and comp time coming and we need people to fill those time slots. Also the Town is growing and we don't want to have to go thru this again in 6 months. We were fortunate to have Karen here but we are not going to find another Karen without paying for it.

**DATE &**

**AGENDA:** Next Board Meeting: May 8, 2017 at 7 PM  
Annual meeting April 22, 2017 at 9 AM & Town clean up to follow

**ADJOURN TO CLOSED SESSION PURSUANT TO WI STATUES 19.85 (1 ) (c )-Review Deputy Clerk position applicants.**

Motion by Jim Smith 2<sup>nd</sup> by Warner to adjourn to Closed session at 7:45 PM. All in favor. Carried.

ROLL CALL: Jim Smith, Linda Featherly, Roger Wojt, Chuck Warner, Harold Smith, Susan Conaway, Karen Denninger

**RETURN TO OPEN SESSION –**

Motion by Featherly 2<sup>nd</sup> by Jim Smith to Reconvene to Open Session at 8:10 PM. All in favor. Carried.

Motion made by Featherly 2<sup>nd</sup> by Warner to rescind the March 28, 2017 minutes under "Health Insurance" be changed to the Town of Minong will cover 94% instead of the premium for a 32 hour/week position and the employee will cover the other 6% and will receive \$3,200.00 per year. First year is pro-rated. All in favor. Carried.

Motion by Featherly 2<sup>nd</sup> by Jim Smith to interview the four applicants agreed upon in Closed session, and for these Interview's to commence on April 18, 2017 beginning at 5 PM at the Town Hall. All in favor. Carried.

**ADJOURN OPEN MEETING:**

Motion by Featherly 2<sup>nd</sup> by Warner to adjourn. All in favor. Carried.

Meeting adjourned at 8:20 PM.

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Chairman

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Clerk/Treasurer