

**MINUTES OF THE REGULAR BOARD MEETING
JANUARY 10, 2022 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: L Featherly verified.

CALL TO

ORDER: Meeting was called to order by Harold Smith at 6:00 PM.

ROLL CALL: Jim Smith, Linda Featherly, Roger Wojt, Chuck Warner, Harold Smith, Susan Conaway Clerk/Treasurer and Rhonda Kellen Deputy Clerk/Treasurer

PLEDGE OF

ALLEGIANCE: Recited.

APPROVE

AGENDA: Motion by J Smith to approve the agenda as presented, 2nd by L Featherly. All in favor. Motion Carried.

APPROVE

MINUTES: Motion by L Featherly to approve minutes from the December 13th Regular Board Meeting, 2nd by C Warner. All in favor. Motion Carried.

PAY BILLS:

Motion by L Featherly to pay debits 357-358 and check numbers 29814-29862, 2nd by J Smith. All in favor. Motion Carried.

FINANCIAL

REPORT: Motion by J Smith to approve the Financial Statement dated January 10, 2022 in the amount of 2,237,854.61, 2nd by R Wojt. All in favor. Motion Carried.

OLD

BUSINESS: **Greenwood Cemetery & Financial Statement** – Susan reported there were 2 couple winter burials, and we received the check for the 2021 mowing from the Town of Frog Creek and an interest payment for a total of \$50,612.32 in the Cemetery Fund. Motion by L Featherly to approve the Cemetery Financial, 2nd by C Warner. All in favor. Motion Carried.

Short Term Rental Licenses – L Featherly provided an update for the property on Kimball that they would be sending in the needed information by this coming Monday.

Gracie Lane Property – Still waiting to hear on survey, need to call to find out what is happening.

NEW

BUSINESS: **Review & Update Employee Handbook** – The Board will be going through each section of the Employee Handbook to see if there is anything that needs updating. A discussion around the COVID policy was tonight's section. Motion made L Featherly, 2nd by C Warner to proceed with the following:

Employees must ALL be masked when there is more than 1 person in a vehicle.

Employees must maintain 6 feet distancing while in the lunch/break room

All vehicles must be disinfected at the end of each day, and when switching equipment

These protocols have been put in place by the Town of Minong Board, effective immediately, and are to be followed until further notice. Failure to follow these Covid Protocols will result in a work discussion

with the Town Chairperson for a 1st offense, and disciplinary action by the Town Board for any further offenses.

All employees need to sign this new procedure. All in favor. Motion Carried.

ZONING: N/A

ROADS: **Maintenance** – The Road Crew has been hauling salt sand and plowing. L Featherly asked to make sure the road crew was still shoveling the sidewalk and entrance to building. L Featherly stated she is requesting timesheets for the snowplowing season she just wants to keep track.

Purchases – Truck is in Marshfield.

MONTHLY REPORTS:

Fire & Ambulance Report – C Warner reported there were a total of 6 Fire Calls, 2 for the Town of Minong and 19 total calls for the Ambulance and 1 mutual aid, 10 calls for the Town of Minong.

Transfer Station Report – J Smith did not have a Transfer Report this month but did report a new employee has been hired and doing well.

Constable – N/A

Lakes Committee – N/A

Clerk's Update – Susan reported we have been taking in tax payments, also a reminder about emails. Go forward all emails will be sent to Susan and she will distribute.

Discussion from Other Meetings- L Featherly stated there was no County Meeting because of the holiday. C Warner attend the Library Meeting, they are looking for a new director. Possibly looking to see if they can be a branch of the Spooner Library. C Warner also attended the County Health and Human Services meeting, the director turned in his resignation, his last day of employment is March 4th. There was also a Covid update for Washburn County in 2021 there were 3,128 reported cases, 4th Quarter numbers 1,106, total hospitalization 202 and 34 deaths. Vaccination for 65 and older is 92%, overall vaccination is at 62%.

CITIZENS

COMMENTS: N/A

DATE &

AGENDA: **Next Regular Board Meeting:** Next meeting will be held on Monday, February 14, 2022 at 6:00 pm. Agenda Items: Employee Handbook, Direct Deposit.

ADJOURN MEETING: Motion to adjourn meeting at 7:03 pm by L Featherly, 2nd by C Warner.

Chairman

Clerk/Treasurer