

**MINUTES OF THE REGULAR BOARD MEETING
MARCH 14, 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 with the addition of talking about the windows. All in favor. Motion Carried.

APPROVE

MINUTES: Motion by L Featherly to approve minutes from the February 14th Regular Board Meeting, 2nd by C Warner. All in favor. Motion Carried.

PAY BILLS:

Motion by L Featherly to pay debits 366-367 and check numbers 29928-29973, 2nd by C Warner. All in favor. Motion Carried.

FINANCIAL

REPORT: Motion by J Smith to approve the Financial Statement dated March 14, 2022 in the amount of 1,328,939.22, 2nd by R Wojt. All in favor. Motion Carried.

OLD

BUSINESS: **Greenwood Cemetery & Financial Statement** – Susan reported the only contribution this month is the interest amount bringing this month's total to \$50,617.70 in the Cemetery Fund. Motion by L Featherly to approve the Cemetery Financial, 2nd by J Smith. All in favor. Motion Carried.

Short Term Rental Licenses – We received an email from the individuals at the Kimball property asking to be granted an exception for the Property Manager Contact. Discussion among Board members and the decision was they will need to name a Property Manager within 25 miles. Motion by L Featherly, 2nd by C Warner that they must have a Property Manager within 25 miles. Also a letter will be sent to them as well as the individuals at with the property on Flowage Road asking for the fine for not providing us all of the information requested when the applications were given to the Town. L Featherly will be working on the letters with Rhonda.

Gracie Lane Property – Have not heard anything regarding the survey. Larry Radzak will follow up with them.

NEW

BUSINESS: **Review & Update Employee Handbook** – The Board reviewed the Employee Handbook 301-316 Employee Benefit Program and there were a few updates.

For the April Meeting, the Board will review Time Keeping,/Payroll, Work Conditions & Hours and Leave of Absence, Sections 401-605.

Direct Deposit – Susan presented her findings to the board on what she found out about direct deposit. The one change would be when the Board receives their checks, they will receive their check the first employee payment of the month. Motion by C Warner to move ahead with direct deposit, 2nd by L Featherly. 4 Ayes, 1 Nay, Motion Carried.

ZONING: N/A

ROADS: **Maintenance** – Larry Radzak gave an update on the crushed gravel. Also talked about the Road Plan and upcoming bids. L Featherly handed out her findings on the project she was working on to the Board and Susan. A discussion followed, no action was taken. Road Bans go into effect on Wednesday the 16th at noon.

Purchases – The truck should be here around the 2nd week of April.

MONTHLY REPORTS:

Fire & Ambulance Report – C Warner reported there were a total of 6 Fire Calls, 1 for the Town of Minong and 22 total Ambulance calls, 3 calls for the Town of Minong.

Transfer Station Report – J Smith reported there were 5 loads for January, with an average of 10.6 and a total of 53.3 tons. \$52 in E-waste & tires, \$165 in appliances and 1.50 in bulbs. Getting new security cameras.

Constable – N/A

Lakes Committee – N/A

Clerk's Update – Susan report that we have a new voting machine, need to find storage space for the machine. R Wojt met with Spooner Door and Window as well as a local individual to see what the cost of replacing the windows would be. We will be getting a few more quotes before making a decision.

Discussion from Other Meetings- C Warner attended the Library Meeting this morning they voted in a new assistant director. C Warner also attended the County Health and Human Services meeting, there is a lot of new hiring going on. L Featherly attended the County Board meeting which consisted mostly of resolutions.

CITIZENS

COMMENTS: N/A

DATE &

AGENDA: **Next Regular Board Meeting:** Next meeting will be held on Monday, April 11, 2022 at 6:00 pm. Agenda Items: 2022 Bids, Windows, Employee Handbook 401-605, Cemetery Clean Up.

ADJOURN MEETING: Motion to adjourn meeting at 7:37 pm by L Featherly, 2nd by C Warner.

Chairman

Clerk/Treasurer