

**MINUTES OF THE REGULAR BOARD MEETING  
JULY 11, 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:** C Warner verified.

**CALL TO**

**ORDER:** Meeting was called to order by Chuck Warner at 6:00 PM.

**ROLL CALL:** Chuck Warner, David Conaway, Jim Smith, Linda Featherly, 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, 2<sup>nd</sup> by L Featherly. All in favor. Motion Carried.

**APPROVE**

**MINUTES:** Motion by L Featherly to approve minutes from the June 6 & 23<sup>rd</sup> Meetings, 2<sup>nd</sup> by J Smith. All in favor. Motion Carried.

**PAY BILLS:**

Motion by J Smith to pay debits 376 - 382 and check numbers 30117-30161, 2<sup>nd</sup> by L Featherly. All in favor. Motion Carried.

**FINANCIAL**

**REPORT:** Motion by L Featherly to approve the Financial Statement dated June 6, 2022 in the amount of \$1,038,412.22, 2<sup>nd</sup> by D Conaway. All in favor. Motion Carried.

**GREENWOOD  
CEMETERY &**

**FINANCIALS:** Susan reported we received interest this month giving us an Ending Balance of \$52,895.92. Motion by J Smith to approve the Greenwood Cemetery Financials, 2<sup>nd</sup> by D Conaway. All in favor. Motion Carried.

**NEW**

**BUSINESS:** Town Hall – J Smith reported that the contractor is still waiting for the door to come in hopefully they can start on construction next month. Susan stated we have postponed the residents coming to do the landscaping until we have a better date, could be moved to next year.

Mowing – Karen Richards' addressed the board with some ideas about mowing that could help the environment and nature. Discussion followed.

Short Term Rental Licenses – R Kellen reported we had one short term renewal rental. Motion by L Featherly to approve the short term rental license, 2<sup>nd</sup> by D Conaway. All in favor. Motion Carried.

2022 Operator Licenses – Susan reported we received 9 Operator Licenses request 3 from Black Bear and 6 from Gruzy's Buck N Wing. Everything is in order for all 9 licenses. Motion by L Featherly to accept all 9 Operator Licenses as presented, 2<sup>nd</sup> by J Smith. All in favor. Motion Carried.

**Direct Deposit** – Motion by L Featherly to have Susan move ahead with Direct Deposit, 2<sup>nd</sup> by J Smith. All in favor. Motion Carried.

**Driveway Ordinance #8** – Motion by C Warner to change the wording under Section II Permits, letter A to read “Permits are required for all for all private driveways and roads within the Town of Minong.”, 2<sup>nd</sup> by L Featherly. All in favor. Motion Carried.

**ZONING:** **Final Plat Rothe Drive** – Tony Turek came to give the board an update, Final Plat is not complete yet there are a couple of small things that are still needed. The small easement by the County Forest Department which has been approved but paperwork needs to be drawn up and signed and the 2<sup>nd</sup> item is the road itself which is a dedicated extension of Rothe Drive need legal document that will convey that road to the Town. He would only Bond the asphalt since the road will be complete. Proposes Bonding 110% of the asphalt estimate, either with a Letter of Credit or creating an Escrow Account.

**ROADS:** **Maintenance** –L Radzak 4-wheeler traffic has picked up so cleaning up roads. Dutch Drive was black-topped, Chip Seal crew will be here 2<sup>nd</sup> week in August to do Brooklyn Road and Lake Side Road South.

**Purchases** – No new purchases.

**OLD BUSINESS:** **Gracie Lane Property** – C Warner reported that it has come to his attention that the Surveyor we were using is no long in business. J Smith made a motion to find another Surveyor for the Gracie Lane Property, 2<sup>nd</sup> by L Featherly. All in favor. Motion Carried. J Smith will take lead on this.

**MONTHLY REPORTS:** **Fire & Ambulance Report** – C Warner reported there were a total of 5 Fire Calls, 2 for the Town of Minong and 27 total Ambulance calls, 8 calls for the Town of Minong.  
**Transfer Station Report** – J Smith reported there were 9 loads for May, with an average of 11.5 and a total of 92.6 tons. \$499 for tires and electronics, \$360 in appliances, \$848 in yard waste. They are in the process of getting it cleaned up. Also the new rates will be going up starting July 15<sup>th</sup>.  
**Constable** – E Gulbrandsen stated ATV/UTV traffic is exploding right now, good news our Game Warden will be starting shortly. He also stated he is retiring as Chief of Police from the Village as of August 26<sup>th</sup>, but will stay on as Constable for a little while.  
**Lakes Committee** – John Nay is asking for a Letter of Support for a new Grant.  
**Clerk’s Update** –Susan reported that we are been very busy with the changes happening, also working on liquor licenses and short term rentals. Susan will be attending the MTAW Clerks Conference August 23<sup>rd</sup> – 26<sup>th</sup> and she applied and received a \$170 scholarship for the conference.  
**Discussion from Other Meetings-** L Featherly attended the County the Aging and ADRC Department was combined with Barron, Rusk and Washburn counties and Barron and Rusk have decided to continue without Washburn County.

**CITIZENS COMMENTS:** How can someone know if a home has a short term rental license? You can stop in to the Office or call the office, since this information is public record.

**DATE & AGENDA:** **Next Regular Board Meeting:** Next meeting will be held on Monday, August 1, 2022 at 6:00 pm. Agenda Items: Letter of Support, Board of Review, Zoning for Rothe Drive, Closed Session for Employee Review.

**CLOSED SESSION:** Motion made by L Featherly to go into closed session pursuant to Statute 19.85, 2<sup>nd</sup> by J Smith. All in favor. Motion Carried.

**ADJORN  
CLOSED  
SESSION &  
RESUME  
OPEN**

**SESSION:**

Board has decided to wait until end of August to advertise Supervisor #2 vacancy. Applications will be accepted from August 29 – September 21, and Board will meet on September 26<sup>th</sup> @ 5:30pm for review

**ADJOURN MEETING:** Motion to adjourn meeting at 8:00 pm by L Featherly, 2<sup>nd</sup> by D Conaway.

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Chairman

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Clerk/Treasurer