

**MINUTES OF THE REGULAR BOARD MEETING
AUGUST 20, 2024 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, Dean Patrick, James Smith, Christine Holland, Susan Conaway Clerk/Treasurer and Rhonda Kellen Deputy Clerk/Treasurer

PLEDGE OF

ALLEGIANCE: Recited.

APPROVE

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

APPROVE

MINUTES: Motion by J Smith to approve the minutes as presented from the July 8th and 9th Meetings, 2nd by D Patrick. All in favor. Motion Carried.

PAY BILLS:

Motion by J Smith to pay debts 480-481, 5203 and check numbers 31246-31306, 2nd by D Conaway. All in favor. Motion Carried.

FINANCIAL

REPORT: Motion by C Holland to approve the Financial Statement dated August 20, 2024 in the amount of \$864,669.11, 2nd by D Conaway. All in favor. Motion Carried.

**GREENWOOD
CEMETERY &**

FINANCIALS: Susan reported we had 3 cremation burials and 4 plots have been purchased plus interest giving us an Ending Balance of \$52,664.23. Motion by D Conaway to approve the Greenwood Cemetery Financials, 2nd by J Smith. All in favor. Motion Carried.

**MINONG POLICE
REPORT/**

UPDATE: L Shepard presented the report to the Board for review. He stated this is the biggest report since they started the joint force. The Board did not have any questions regarding the report. L Shepard talked to the Board about the Treasurer's Report to date. Some discussion followed. Lastly L Shepard suggested the Town accept the Administrative Ordinance Citation. After some discussion, Motion by C Holland to approve the Administrative Ordinance Citation, 2nd by D Patrick. All in favor. Motion Carried.

ZONING:

Steve Thompson – Conditional Use Permit – Motion by D Patrick to approve the Conditional Use Permit, 2nd by J Smith. All in favor. Motion Carried.

Town of Minong – Conditional Use Permit – Motion by J Smith to approve the Conditional Use Permit, 2nd by D Patrick. All in favor. Motion Carried.

NEW

BUSINESS: 2024/2025 Short Term Rental License – R Kellen stated we have 2 Property Owners that have sent in their short term paperwork, these are both new rentals. R Kellen is asking for Board approval for the two licenses. Motion by J Smith to approve the short term rentals, 2nd by C Holland. All in favor. Motion Carried.

Short Term Rental Fees– Motion by J Smith to increase the initial application fee from \$50 to \$200 and keep the other fees as they are, \$100 if paid after July 1st and \$600 if paid after August 1st, 2nd by C Holland. Discussion followed. J Smith rescinded his motion. Motion by J Smith to increase the initial application fee to \$200. If paid after July 1st, a late fee of \$100 will be added for a total of \$300. If paid after August 1st, a late fee of \$500 will be added to the original application fee for a total of \$700. All in favor. Motion Carried.

Review/Update 2024-30 Ordinance – Motion by C Holland to table this until the September Meeting, 2nd by D Patrick. All in favor. Motion Carried.

Review/Change Process of Paying Monthly Bills/Invoices – Susan asked the Board to consider how the current process for paying monthly bills is done. Susan states that we are starting to get finance charges since we only pay once a month on meeting day. Discussion by Board members. Motion by D Patrick to allow bills to get paid before the due date, 2nd by D Conaway. All in favor. Motion Carried. It was also brought up that the Board would be reviewing the bills vs reviewing and paying the bills.

ROADS &

ROAD WORK: Road Crew Report/Updates – B Henning stated they have been finishing up on Big Sand, Short Road and Little Sand. They have been mowing, patching and shouldering. He asked if they could start mowing and liming again and was told yes. B Henning asked if he could purchase sweeper brushes and tires for the 450. Discussion followed, Board decided to hold off on the brushes. Motion by D Patrick to purchase tires from Link Ford for the 450, 2nd by D Conaway. All in favor. Motion Carried.

UNFINISHED

BUSINESS: No Unfinished Business

MONTHLY

REPORTS: Fire & Ambulance Report – For July there were 10 Fire calls 6 for the Town of Minong. The Ambulance Service had 33 calls for July, 14 for the Town of Minong.

Transfer Station Report – C Warner reported there is a new board for the Transfer Station, Dan Rassbach, Kathy Walker and Jim Smith.

Library Report – C Warner stated he did not attend the Library Meeting this month.

Lakes Committee – H Johnson reported the 3 lakes with public docks will be taking care of taking out the docks and putting them in (Gilmore, Bass & Pokegama). There will be a new grant writer starting this year.

Chairman Report – C Warner reported he is resigning from the Chairman's position effective following the end of this meeting.

Clerk's Update – Susan had nothing to report at this time.

CITIZENS

COMMENTS: No comments

DATE &

AGENDA: Next Regular Board Meeting: Will be held on Monday, September 9, 2024 at 6:00 pm.
Agenda Items: Short Term Rental Ordinance

ADJORN TO

CLOSED

SESSION: Motion made by C Holland to go into closed session pursuant to Statute 19.85 (1) (c)
(c) Considering employment promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. – Employee 2nd by D Conaway. All in favor. Motion Carried.

**ADJOURN CLOSED
SESSION & RETURN
TO OPEN SESSION**

FOR MOTIONS: Motion by D Conaway to return to open session, 2nd by D Patrick. All in favor. Motion carried. Motion by J Smith, 2nd by C Holland to give T.C. a \$1 increase based on his job performance, effective immediately with this payroll. 3-Ayes, DC abstained. Motion Carried.

ADJOURN

MEETING: Motion by D Patrick to adjourn the meeting, 2nd by J Smith. Meeting adjourned at 8:15. All in favor. Motion Carried.

Chairman

Clerk/Treasurer