

**MINUTES OF THE REGULAR BOARD MEETING
OCTOBER 13, 2025 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: D Conaway verified the posting.

CALL TO

ORDER: Meeting was called to order by David Conaway at 6:00 PM.

ROLL CALL: David Conaway, Linda Featherly, Dean Patrick, James Smith and Christine Holland.
**Also present 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 C Holland. All in favor. Motion Carried.

APPROVE

MINUTES: Motion by L Featherly to approve the minutes as presented from the September 15th Meeting, 2nd by C Holland. All in favor. Motion Carried.

REVIEW

BILLS: S Conaway reported we do not have any bills to review or financials due to the fact that our internet has been down since October 1st. We are waiting for a new modem since the one we have is not compatible to the changes Brightspeed made. The modem is due to arrive by Thursday of this week.

FINANCIAL

REPORT: No Financials to review because our accounting programs is internet based.

MINONG POLICE

REPORT/

UPDATE: Police Chief Shepard presented the September Police Report. He did report that it appears to be slowing down some with the tourists leaving. There was a SWAT call in the Village of Minong. L Shepard did report he did have a couple of larger purchases (over \$1,000), he purchased some new side arms for the department. He also purchased fire suppression for both squads. He also presented the Board the most up to date Treasurer's Report for their review. He wanted to point out the largest expense not spent was for additional patrol coverage this is where the part-time patrol would have been paid from. He stated there was just an academy that graduated from Rice Lake this last week and he does have someone interested in a part-time position. D Patrick asked L Shepard to provide to Susan the loan amount and interest rates left on the squad cars.

GREENWOOD

CEMETERY &

FINANCIALS: No Greenwood Financials

CITIZEN

COMMENTS: No Comments

ZONING:

Richard Cygan – Variance Request – D Conaway verified that Mr. Cygan was on the Deeper side of Nancy Lake. Mr. Cygan stated he was not sure what we had received from the County, but there was an error on his application for the Variance Request sent to the County. He did get a permit for the stairs to be put in. After the stairs were installed subject to a lot of erosion from heavy rains which you can see in the pictures. J Smith was out to his property today to look at what he had done. So after the stairs were put in multiple counts of erosions from heavy rains not to throw the County under the bus, he emailed the County twice (he has copies of the emails) asking if he could put in stones, showing them what he wanted to do and he did not receive any response. On the east stairs of the property which is in the viewing corner, there was rock there in a similar fashion so he figured that since there had been some rock there before that it would be ok to do. This was during COVID and the project was completed in 2023. He received a citation that he could not put the rock in the viewing and access corridor. He talked to the DNR and found out that the previous set of stairs were grandfathered in. He read the ordinance and it said that the owner needed to take measures to prevent storm water run-off and erosion. He tried to plant vegetation on several occasions and it washed out (pictures provided). He put the landscaping in and it fixed all of the problems no storm water run-off into the lake and no erosion issues. That was in September 2023 that it was installed. The following 2 weeks we had rain in excess of 2.5 inches and there was no signs of erosions. He is looking for an After the Fact Variance, he has his hearing with the county in 2 weeks but the process is that the Town is notified and that is why I am here tonight.

D Patrick wanted to know when the emails were sent, Mr. Cygan said they were from July of 2020. D Patrick also brought up that in 2024 towards the end of the year this case went before a judge, he had an agreement with a stipulation from the county that gave him up until October 1, 2025 to get a variance request. What took so long? He did ask for more time however, his attorney did not get back to him on if they received more time. Mr. Cygan did send an email to the DNR in Green Bay who handles these things in January 2025 with his questions and was told they usually do not work with individuals. He did go all the way to the top including a congressman and finally in August he did get a meeting however, they did not answer his questions. So it is not like he didn't do anything since last November. The DNR slow walked everything and kept referring him back to the County. He said he did find out there is one DNR individual that handles the shore line for 71 different counties. He said no one wants to give him any straight answers and no one wants to meet with him. D Patrick did want confirmation that back in December 2024 that he and his attorney signed an agreement stating that you would either abide by the County request to the plan presented by Lisa Barns made and you never tried that plan correct or the 7th option was to get a variance. It took him this long because he wanted to make sure he was correct so that he didn't waste anyone's time if he was wrong. To your point regarding Lisa Barns, the question I asked her is ok, you want me to take all this rock out, and you are going out of a book to ask me to plant stuff that will be planted in sandy soil on a slop that you have not taken any measurements or soil samples and I said if it doesn't work now what do I do? What is my remedy if it doesn't work? Then the DNR/County is going to say ok, go ahead and put the rock back in? L Featherly said that to get an After the Fact Variance there are three steps, and Lisa Barns would have explained that, Mr. Cygan said he understood. It has to be unique to the property, self-created, you created this issue by how you chose to put the initial stone work in and then does it harm the public interest. If the rest of the people beside you cannot have that, you would not be allowed to do the same. So that is the criteria to apply for an After the Face Variance. An After the Fact Variance means the work has already been done incorrectly and that is why you have to apply that way or pay the citation which is basically what Dean was talking about. All the Board is going to do is rule on this and it will not go before the Zoning Committee but before the Board of Adjustments. Mr. Cygan said 13 out of 14 neighbors did not have an issue with what he did, the 14th individual is elderly and does not come up often. L Featherly wanted to know what Mr. Cygan's hardship that is causing him issues. Mr. Cygan replaced existing stairs which was causing erosion. L Featherly asked if it was according to the plan that was created with Lisa, he stated yes however, it was just the type of stairs he was putting in, cast iron stairs embedded into the

hill. L Featherly said it is Lisa's job to set up a plan for individuals to follow and you have been working on this for four years correct. Yes he has. D Patrick wanted to know if there was anything presented to him regarding water run-off or erosion, no was the answer so he did what he thought would work the best by putting rock in without getting a permit. The only time he talked with Lisa Burns was after the citation and the court said this is what you need to do. Motion by L Featherly to deny his Variance Request, 2nd by D Patrick. Discussion by Board, D Patrick said there are rules and regulations and ordinances put into place for a reason, we are a Board and we do have to follow the ordinances. With the legal already in place D Patrick is not real comfortable either approving or denying the variance. J Smith said he believes it should go back to the county and let them figure it out. L Featherly stated we still have to vote on this. L Featherly requested a roll call vote. L Featherly to deny, Aye; J Smith, Nay; C Holland, Nay; D Patrick, Nay; D Conaway Nay. There were 4 Nays to deny and 1 Aye. Motion to deny failed. Motion by D Patrick to send this request and situation back to the county, 2nd by C Holland. Discussion by Board followed. D Patrick amended his motion to send this back to the Board of Adjustments, 2nd by C Holland. 4 Ayes, 1 Nay (L Featherly). Motion Carried.

**NEW
BUSINESS:**

Slow No-Wake Request – Minong Flowage – Chris Phernetton – Chris was unable to attend so Harlan Johnson is filling in for her. The area in question is just south of the campground where the lake gets really narrow and there is a pinch point the lake is only about 220' shore to shore and that is not accounting for docks extending out into the lake. This is a boating safety issue that Chris has brought up and he has received at least 2 or 3 other concerns from individuals and they would like the boats to slow down in that area. The Flowage Association and the residents do not know the steps on how to apply for adding buoys to a lake in Washburn County. Without that knowledge we do not know how to move forward. This summer some unknown put some buoys out there to slow down traffic but it wasn't approved, the Flowage Association didn't do it but somebody else did. In the pinch point area it is ok when there is a single boat that goes through there they can stay down the middle however, if you have two boats meet in that area that 200' is not enough space. The request is to add buoys in this area to alert boaters to slow down. There are permits on the lake for 9 buoy placements. Those permits were generated from a Town Ordinance. From what Harlan learned is a Town Ordinance comes first, then it goes to the DNR and they create the permit the permit then is enforced by the DNR. That is the flow of how he understands it. He knows the Board is thinking why do we need a Town Ordinance, from what Harlan learned that is step one. The Town isn't necessarily responsible for enforcing it at that point but the Town gets the input from the residents or whomever is asking for the request and then packages it up and gets it to the DNR to run with it and decide if it is valid, if it is a good placement and if it is needed. From that point, from what Harlan has learned, the DNR enforces it. I know there is always a question on how this is going to be enforced, what he understands is that when the DNR are on the lake, they enforce it and also we have had pretty good luck with citizens reporting violations on the Minong Flowage. In Douglas County violations get submitted to the Sheriff's Department and in Washburn County it goes to the DNR. The request is that the Town of Minong creates an ordinance because there are other ordinances out there for buoys on the Minong Flowage so we are adding another one because this is an area that is pretty dangerous. D Patrick wanted clarification on the width of the Narrows, since Chris said it was 285' and Harlan said 220'. Harlan said he was on the DNR website and he believes the 220' is the correct difference. L Featherly asked Evan Fox from the DNR about the 9 buoys on the Flowage currently, did they get the buoys prior to the law changing that required an ordinance to be in place? E Fox stated he has 9 documents in his folder for the Minong Flowage between Wascott and Minong he could not tell us for sure if they had ordinances since he has not looked at the paperwork recently. E Fox is not in charge of placing the buoys but he did talk to the individual that is and both of the Towns would have to have matching ordinances because it is a shared body of water. He has permits from the DNR showing for the milfoil and slow-no-wake buoys. Where the slow-no-wake buoys are located regardless on if the buoys are there or not it would be considered slow-no-wake. D Patrick asked how many times did the DNR patrol the Minong Flowage? E Fox stated he had been out there personally

5 times this summer. D Patrick asked how many citations did he write, probably a couple per time was the response. D Patrick asked if E Fox was familiar with the signs at Shell Lake and Long Lake and wanted to know if that was effective. D Patrick said the sign is about 4' x 8' maybe they did not put in any ordinance, they have a suggested wake area and a suggested no-wake area on the map. D Patrick asked if the south bay is where the majority of problems were at. E Fox said he has not has any complaints since the sign has been up. What is the DNR's definition of slow-no-wake? The definition of slow-no-wake is the slowest you can go maintaining steerage control. L Featherly asked if E Fox received a lot of slow-no-wake complaints on the Minong Flowage. E Fox said he receives a decent amount. His three biggest lakes for complaints are Shell Lake, Long Lake and Minong Flowage. E Fox stated he had not had any complaints for the area in question until he went out and talked to the home owners about who was responsible for placing the buoys. On the Minong Flowage his complaints are for the whole lake with boaters driving to close to docks and acting reckless. L Featherly said maybe a sign comparable to what is in Shell Lake would be a good idea. D Patrick feels it is an education problem and maybe having the inspectors point out the big sign would be helpful. L Featherly thinks it would be beneficial to have temporary buoys in this area for a while when the sign is being made. C Holland stated that we would still have to go through the application process to get the buoys out there. D Patrick asked E Fox on if he has heard at the state level where you can create a wake. E Fox stated there has been a ton of discussion. L Featherly wanted to clarify her statement regarding temporary buoys, her thought was to create an ordinance for a year or two so people get used to it, it would not be up to us to create the signs, I believe it would be up to the Lake Association to create the signs. Motion by D Patrick for the Town of Minong to stay consistent with this Boards prior decisions when it comes to ordinances, regulations and patrolling our waterways by staying with state or county ordinances, regulations, laws as well as leaving all patrolling and enforcement to the State of WI and/or Washburn County. This includes but not limited to all watercraft operational guidelines, recreational guidelines and placement of buoys as stated in their ordinances/laws. Also, would like to not have these subjects be allowed to be put on the agenda or brought in front of the Town of Minong Board until changes to these ordinances, regulation laws are made at the state or county level, 2nd by J Smith. L Featherly wanted to make sure D Patrick was aware of Ordinance 2024-08 that will have to be dealt with because that is an Ordinance that specifically deals with slow-no-wake issues on both Twin Lake and Gilmore. 4 Ayes, 1 Nay (L Featherly). Motion Carried.

2026 Library Budget/Contract – S Conaway stated she received the information in their packets, it is the same information we receive every year. They created a Contract Agreement if we are able to provide the Library any funds. S Conaway did tell the individual that dropped off the paperwork that S Conaway was not certain on if you would make a decision tonight because I know that we are not very far into the Town Budget, but S Conaway wanted to still present the Board the information. Motion by D Patrick to postpone the 2026 Library Contract until the next Board Meeting, 2nd by C Holland. 4 Ayes, 1 Nay (L Featherly). Motion Carried.

2026 Fire Budget/Contract – S Conaway stated the Fire and Ambulance had their meeting and they did a good job on their budgets. S Conaway did want to let the Board know the Contract dollars are a little higher than last year the reason is the equalized value has gone up. The total budget increased by less than \$4,000 and our contract dollars are only \$1,000 more than we did last year. Motion by J Smith to accept the 2026 Fire Budget/Contract, 2nd by D Patrick. D Patrick did state he sits on the Fire Committee and the Committee made some suggestions to both the Fire and Ambulance Departments made some changes to lower their Contract dollars. The Fire Department did up the call amount by \$5.00 per person since this amount had not been updated for several years. All in favor. Motion Carried.

2026 Ambulance Budget/Contract – S Conaway reported the Ambulance came under what they were last year. Motion by C Holland to accept the 2026 Ambulance Budget/Contract, 2nd by J Smith. All in favor. Motion Carried.

2026 Transfer Station Budget/Contract – S Conaway explained that the 2026 Transfer Station Budget/Contract has not been completed at this time. Motion by J Smith to postpone the Transfer Station Budget/Contract until the next Board Meeting, 2nd by L Featherly. All in favor. Motion Carried.

2026 Town Budget – S Conway explained that the 2026 Town Budget has not been completed because we needed to have the contract dollars from the Fire, Ambulance and Transfer Station before we can finalize the Town Budget. Motion by J Smith to postpone the 2026 Town Budget until the next Board Meeting, 2nd by C Holland. All in favor. Motion Carried.

Dump Truck Alignment – T Conaway wanted the Boards approval to have an alignment done when they put on the new tires on the dump truck. Motion by J Smith to get an alignment done when the tires are replaced, 2nd by C Holland. S Conaway wanted to know where the funds would come from if we are over budget, she wondered if it could come out of the equipment. All of the Board Members agreed that the funds could come out of equipment. All in favor. Motion Carried.

Shared Roads – D Patrick said we have had some issues with our shared roads and the Village of Minong. He believes the issues were lack of knowledge and communication. D Patrick would like to do a little research with Brain Dainelson to see if the town took care of their own roads if there would be an impact to our road aids. Motion by D Patrick to postpone this to the next Board Meeting, 2nd by L Featherly. All in favor. Motion Carried.

ROADS &

ROAD WORK: **Road Crew Report/Updates** – D Patrick stated the Board created a new position, Town Superintendent, which was offered to Todd Conaway and he accepted. This position will start on January 1, 2026. D Patrick reported the road crew has been getting the roads ready for winter, they have been grading and mowing and brushing. They will be looking at signs that may have been hit by the plows and getting them straightened. D Patrick said all of the road crew are doing a great job.

J Smith has concerns about Shell Creek Road and the amount of Chip Seal that was applied, he does not think that it was double chipped. He would like to have Scott come back and put down more gravel, T Conaway said Scott put down double chip however, Shell Creek Road is heavily traveled and the rocks were pushed down into the oil quick. D Patrick, C Holland and T Conaway will have a meeting with Larry from Scott to discuss the week of Oct 20 – 24 and report back at the next meeting.

Purchases – Ordered blades for head plows and missing signs.

UNFINISHED

BUSINESS: None

MONTHLY

REPORTS: **Chairman Report** – D Conaway reported that he filled in as Chair for the Fire Board Meeting since Dan Rassbach was unable to attend. D Conaway stated that both the Fire and Ambulance Departments worked very hard to trim their budgets.

Clerk's Report/Update – S Conaway reported for September there were 4 Fire Calls, 0 for the Town and there were 26 ambulance calls 7 for the Town. She reminded the Board about the WTA Meeting on Oct 22nd, D Conaway, L Featherly and C Holland expressed interest in attending we will post a possible quorum may exist.

CITIZENS

COMMENTS: On Agenda Items Only

DATE &

AGENDA: Next Regular Board Meeting: Will be held on Monday, November 10, 2025 at 6:00 pm.
Agenda Items: 2026 Library Budget/Contract, 2026 Transfer Station Budget/Contract, 2026 Town Budget, Shared Roads.

ADJOURN

MEETING: Motion by L Featherly to adjourn the meeting, 2nd J Smith. Meeting adjourned at 7:16 pm. All in favor.
Motion Carried.

Chairman

Clerk/Treasurer