
MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON JANUARY 9, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Larry Lee called the regular board meeting to order on Monday, January 9, 2023, at 5:00 pm. By inspection, all members were present except for Linda Ellenberger who was excused. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Larry Lee, Trustees Carol Koskovich, Wayne Miller, Brenda Jelinek, Julie Ruud, and Casey Haime.

ALSO, PRESENT

Bill Hallock, Lucas Shepard, Jerry Smith, Keith Wehmhoefer, Penny Cosentino, Steve Ciarico, Cheryl Myers, Duane Myers, Scot Kelly, Andy Podratz, Jordan Wehmhoefer, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma and Cristie Burke by phone.

AGENDA

Motion by Haime, seconded by Koskovich, to approve the agenda. 6-Ayes. Motion carried.

NORTHWOOD SCHOOL DISTRICTS UPDATES

Scot Kelly, superintendent of Northwood School, invited all to stop and visit the school. Mr. Kelly spoke of the need to increase enrollment, the school finances, and the bus fleet is now owned by the school district. He also spoke of the need for staff and bus drivers.

LAND PURCHASE – 505 RICHARDS

Cristie Burke appeared by phone to explain that she wishes to purchase the lot for \$1500 plus closing costs & recording fees. Motion by Haime, seconded by Ruud, to approve the sale of 505 Richards to Mr. and Mrs. Burke for \$1500 plus closing and recording fees. 6-Ayes. Motion carried. Clerk Lee to follow up with Cristie Burke.

NEW FIRE NUMBERS

Nathan Nelson from Washburn County, spoke to the board about grant funding to replace the fire numbers in the village with double sided reflective numbers. 327 numbers need to be replaced with about half needing new posts. This must be completed by Fall of 2024 to comply. Motion by Miller, seconded by Ruud, to keep the fire number signs as they are with no verbiage with Washburn County providing the 327 signs from the grant money. 6-Ayes. Motion carried.

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PUBLIC WORKS/STREETS

Winter Storm December 14th, 2022, Disaster Proclamation & Discussion - The board reflected on the past events and held a discussion on possible improvements in event of another storm events. Motion by Haime, seconded by Koskovich, to approve the Disaster Proclamation 12-14-2023 of December 14th, 2022, as presented. 6-Ayes. Motion carried.

Severe Winter Weather- Contracting Additional Plow Services – Discussion held. Motion by Rudd, seconded by Haime to put out for bids for as needed plowing services. 4 Ayes, 2 Nays, Motion carried. Motion by Koskovich, seconded by Ruud to approve 8 hours of work by Thompson, at about \$275 per hour, to move snowbanks to the ball field. Roll call vote Lee-Aye, Koskovich-Aye, Miller-Nay, Jelinek-Aye, Ruud-Aye, and Haime-Aye. Motion carried.

Snow Blower – Brief discussion held on whether a snow blower would be helpful, but no action was taken.

Generator for the Village Building - By consensus, the board would like the clerks to investigate grant options for a generator for the Village Hall and the Well House.

PSC Simplified Rate Case Update – Water Utility - Application has been submitted and we are waiting for a docket number to be assigned.

CITIZEN CONCERNS OR COMMENTS

Trustee Ruud reached out to the meeting attendees to see if anyone is interested in being on the Planning Commission and Zoning Committee. Keith Wehmhoefer stated that he feels the Village should hire a part-time employee to be an on-call snow-plow driver. Steve Ciarico stated he would be interested in part-time employment at the Village. Wehmhoefer also suggested getting a permanent generator at the well house, instead of a portable generator, as well as look into a battery-operated snow blower for the front of the Village Hall.

MINUTES FOR APPROVAL – DECEMBER 5TH & 7TH, 2022

Motion by Haime, seconded by Jelinek, to approve the December 5th, 2022, Minutes of the Public Hearing for the 2023 Budget as well as the Regular Board meeting minutes following the public hearing, as presented. 6-Ayes. Motion carried. Clerk Lee to correct spelling error on Trustee, Ruud's last name for the minutes.

Motion by Miller, seconded by Koskovich, to approve the December 7th, 2022, Minutes as presented. 6-Ayes. Motion carried.

DECEMBER GEN/WATER/SEWER TREASURER'S REPORT AND VOUCHER APPROVAL

Motion by Haime, seconded by Ruud, to approve General/Water/Sewer Treasurer's Report for vouchers 31890-31947. 6-Ayes. Motion carried.

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DECEMBER CAMPGROUND TREASURER'S REPORT APPROVAL

Motion by Miller, seconded by Koskovich, to approve the Campground Treasurer's Report as presented. 6-Ayes. Motion carried.

POLICE HEALTH AND LICENSES

Police Report - Lucas Shepard introduced himself and presented the police report. Motion by Haime, seconded by Jelinek, to approve the Police Report as presented. 6-Ayes. Motion carried. Shepard asked to have radar upgrades added to the next agenda.

PARKS RECREATION & CAMPGROUND

Review/Act AFP-01 Payment to Contractor - Motion by Ruud, seconded by Haime to approve the expansion project payment to M. Jolma, Inc., AFP-01, for \$24,085.70. 6-Ayes. Motion carried.

VOM-WRTC- Expansion Update - Clerk Lee stated that work will begin again on January 16th, 2023. The additional funding request for the campground expansion has been amended by the DNR for an additional \$98,925.27.

TRANSFER STATION UPDATE - Miller reported that there had been several meetings of the committee and that Transfer Station will be resuming the original dump hours as requested by the public. Further meetings yielded termination of Scott McDowell and the hiring of a new full-time employee by the name of Bill Bignell. Chairman Lee explained that due to the severe cold, the PTO on the transfer station truck was freezing up and Jimmy Smith asked if it would be possible to use the Village of Minong public works building to park the truck during severe cold, so they don't have to incur the cost of unfreezing the PTO. The board, by consensus agreed the use of the building can be on an as needed basis.

FIRE AND AMBULANCE RUN UPDATES – Report has handed out to board members showing the monthly runs for the year by municipalities. The meeting will be January 25, 2023, to make up for the one cancelled in December due to the weather.

FINANCE & PERSONNEL

Public Funds CD Renewal – Sewer & Water Utility – Motion by Rudd, seconded by Jelinek to have the Clerks check into better rates for the renewal of the sewer & water utility CDs. 6-Ayes. Motion carried.

CLERK UPDATES AND CORRESPONDENCE

Follow-Up Salt/Sanding parking Lanes – Clerk Lee informed the board that the sander has once again been fixed and public works was able to resume sanding. The salt/sanding of parking lanes on STH-77 has always been something that Bill Hallock has requested for the safety of the public getting in and out of their cars. The Village has historically been financially responsible for the cost of maintaining the parking lanes, curbs and gutter even though it is a Wisconsin Department of

REGULAR BOARD MEETING**PAGE FOUR****JANUARY 9, 2023**

Transportation State owned highway. The Village is not eligible for any type of State grant funding because STH-77 is a State-owned highway. **Follow-Up Building Inspector** – Discussion held by the board on options for a building inspector. Chairman Lee to reach out for a list of building inspectors, and to possibly review existing zoning ordinances.

CITIZEN COMMENTS ON AGENDA ITEMS ONLY

Steve Ciarico asked questions about the fire hydrant flags and snow removal around hydrants. Jerry Smith asked why the homeowners are not asked to shovel out the hydrants. Chairman Lee explained the Village taxpayers pay tax dollars to have the hydrants in the Village and those tax dollars support clearing of hydrants by Village employees.

ITEMS FOR THE NEXT AGENDA

Police radar upgrade, Carol Buck follow up, generators from emergency meeting, well house maintenance, plowing, and battery-operated snow blower for the front of the Hall. List of building inspectors.

CLOSED SESSION

Closed Session per WI Stat 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Board to discuss the CWA matter.

Closed Session per WI Stat. 19.85(c). Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Board to discuss personnel matter.

Motion by Jelinek, seconded by Haime, to go into Closed Session. Lee-abstained, Koskovich-Aye, Miller-Aye, Jelinek-Aye, Ruud -Aye, and Haime -Aye. Motion carried.

Motion by Miller, seconded by Koskovich, to go into open session. 5-Ayes. Motion carried.

Motion by Rudd, seconded Koskovich to send the letter as presented for the CWA Matter. 6-Ayes. Motion carried. Chairman Lee recused himself from closed session and exited the meeting room. Trustee Haime chaired the closed session meeting on the personnel matter. No board action was taken at this time on the personnel matter.

NEXT REGULAR SCHEDULED BOARD MEETING IS FEBUARY 6, 2023, at 5:00 p.m.

ADJOURN - Motion by Jelinek, seconded by Koskovich, to adjourn at 8:20 p.m. 6-Ayes. Motion carried.

 Village President

 Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON FEBRUARY 6, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Larry Lee called the regular board meeting to order on Monday, February 6, 2023, at 5:00 pm. By inspection, all members were present except for Linda Ellenberger who was excused. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Larry Lee, Trustees Carol Koskovich, Wayne Miller, Brenda Jelinek, Julie Ruud, and Casey Haime.

ALSO, PRESENT

Bill Hallock, Lucas Shepard, Jerry Smith, Keith Wehmhoefer, Austin Janz, Tania Milton, Dawson Petit, Lewy Welch, Kylie Thompson, Kristina Thompson, Jane Michalek, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma and Cristie Burke by phone.

AGENDA

Motion by Koskovich, seconded by Jelinek, to approve the agenda. 6-Ayes. Motion carried.

NORTHWOOD SCHOOL DISTRICTS UPDATES – SCOT KELLY

Scot Kelly, superintendent of Northwood School, not present.

DOG PARK INQUIRY- JANE MICHALEK

Jane Michalek presented her intention to create a dog park and suggested the use of the ball field on Railroad Street by the play park. The board, by consensus, decided the village land outside of town would be a better place to be investigated as a possible site. The clerk was asked to check with legal consult about this possibility and the board asked Jane to work on her plans and a possible non-profit group to manage the park and bring it back to the board at a later date with an update to continue the collaboration possibilities as the board has interest in making this a positive addition to the community.

MINONG SUMMER DAYS- CHRISTINA THOMPSON

Christina Thompson laid out the preliminary ideas that the volunteers are working on for Minong Summer Days. She also asked the board about moving the music, tent, and mobile food trucks to the ball field by Railroad Street. The board approved the possibility once the Chamber investigates the power situation with Dahlberg. Petits Auto and Performance is interested in bringing in a mobile Dyno machine for Minong Summer Days and this was discussed with the board. The board was impressed with the preliminary plans and encouraged the Chamber to move forward with their plans, address the concerns of the board and keep the board update with the plans as they occur.

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THE SCOOP BUILDING-TANIA MILTON

Tania Milton introduce herself as a resident of the village for the last five years and explained her intentions of purchasing the Scoop and turning into a Pizzeria for takeout and delivery. She would also like to create an apartment in the back as living quarters for her family and understands that there is a process to go through with the Village's Zoning Board. The board is encouraged to have new business coming to the Village.

PUBLIC COMMENT - None**PUBLIC WORKS/STREETS**

Discuss/Act on Blower Repair Invoice - Motion by Ruud, seconded by Miller, to approve payment of invoice #40114 from C. Emery Nelson, Inc for \$16,296.11 to repair the sewer blower with the funds to come from the sewer extension fund. 6-Ayes. Motion carried.

Discuss/Act on Hydrant Flags - Motion by Miller, seconded by Ruud, to approve purchase of 105 reflective flags to attach to the hydrants for the cost of \$1,088.93 plus shipping/handling to come out the streets account. 6-Ayes. Motion carried.

Discuss/Approve Resolution 200-2-23 Water Rates - Motion by Miller, seconded by Koskovich, to approve Resolution 200-2-23 to increase the water rates 4.5% effective April 2023 as presented. 6-Ayes. Motion carried. This is the first increase in the rates since 2017.

Follow-up Carol Buck/Generators – Research is still being done on grant possibilities and this will be revisited at the next board meeting.

Follow-up Building Inspectors - Chairman has found a number of active building inspectors and will be reaching out to gather more information for the next meeting.

Well House Maintenance – Bill Hallock spoke of upgrades and repairs that should be made at the well houses. He is currently working on estimates with MSA. He also asked to revisit the Capital improvement plans that the Village used to follow. The clerk was tasked with trying to collect this information and Hallock will continue to work with MSA, and all this information will be brought back to the next meeting.

Plowing Back-up and Battery-Operated Snow Blower – Miller offered his time during a storm event to help the streets staff with plowing. By consensus, the board would like to investigate the idea of purchasing a battery-operated snow blower and bring it to the next meeting.

Citizen Request to Widen Main Steet – A complaint was made that Main Street going North to Lakeside Road needed to be to be widened for two vehicles to pass. Prior to the meeting Logan was able to take care of this, and the Village has received compliments on the work he has been doing.

POLICE, HEALTH & LICENSES

Police Report - Officer Shepard presented the police report. Motion by Miller, seconded by Jelinek, to approve the Police Report as presented. 6-Ayes. Motion carried.

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New Radars/Lidar for both Squads and Rifle for New Squad – Officer Shepard presented information on Radars/Lidar to the board. After discussion, a motion by Miller, seconded by Koskovich, to approve the purchase of Stalker radars for both squads, quote # 2068850 for \$6,500.00. 6-Ayes. Motion carried. Ruud asked to have the cost of installation brought back to the board at the next meeting.

Officer Shepard presented information on a rifle for the new squad. Motion by Ruud, seconded by Miller to purchase the Dez arms 1952, quote #1952 for \$1,442.85. 2-Ayes, 4 Nays. Motion failed.

Motion by Haime, seconded by Jelinek to purchase the Springfield 556, quote dated 2/1/23 for \$1,898.99. 4 Ayes, 2 Nays. Motion carried. No action was taken on the Lidar radar at this time.

Event Request/Outside of Minong – Request for Village of Minong Officers to assist in event coverage outside of the Village was discussed. Motion by Ruud, seconded by Koskovich to approve event coverage outside of the Village will be billed out at officer pay at time and half plus \$13 an hour for use of the squad. 6 Ayes. Motion carried. The Finance Committee is tasked with adding this to the employee handbook.

Police Patches – Officer Shepard presented two examples of patches needed for the new uniforms. Motion by Miller, seconded by Jelinek to approve option A with the water. 6 Ayes. Motion carried.

Discuss/Act of Multiple Dog License – Multiple dog license for Kruse was presented. Motion by Lee, seconded by Haime to approve the multiple dog license for Kruse. 6 Ayes. Motion carried.

VILLAGE BOARD REGUAL BUSINESS**Minutes for Approval – January 9, 2023, Regular Board Meeting**

Motion by Miller, seconded by Koskovich, to approve the January 9, 2023, Regular Board meeting minutes as presented. 6-Ayes. Motion carried.

January Gen/Wat/Sewer Treasurer's Report and Voucher Approval

Motion by Haime, seconded by Ruud, to approve General/Water/Sewer Treasurer's Report for vouchers 31948-32004. 6-Ayes. Motion carried.

January Campground Treasurer's Report for Approval

Motion by Miller, seconded by Ruud, to approve the Campground Treasurer's Report as presented. 6-Ayes. Motion carried.

Discuss/Act Greenhaven Unit – Weld Riley

By consensus, the board asked the clerk to reach out to legal counsel and ask what our options are to deal with the Greenhaven building which is uninhabitable.

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PARKS RECREATION & CAMPGROUND

Review/Act AFP-02 Payment to Contractor - Motion by Miller, seconded by Koskovich to approve the expansion project payment to M. Jolma, Inc., AFP-02, for \$40,929.73. 6-Ayes. Motion carried.

VOM-WRTC- Expansion Update - Clerk Lee stated that dirt work has begun. The additional funding for the campground expansion for an additional \$98,925.27 which will be paid out at the end of the project.

TRANSFER STATION UPDATE - Miller reported that there will be an upcoming meeting to again look for a new employee for the transfer station, but it should not affect the hours.

FIRE AND AMBULANCE

Discussion on Proposed new Calculation for Contract Dollars - A handout was given out showing the suggested changes to contract dollars that were made at the last Fire and Ambulance Corporate board meeting. By consensus and after much discussion the Village is not in favor of this suggestion and recommends it remains based on equalized value as it currently is to remain favorable to all municipalities.

FINANCE & PERSONNEL – Finance meeting scheduled for February 10th, 2023 at 5:00 p.m.

CLERK UPDATES AND CORRESPONDENCE

Discuss/Act MTAW Spring Conference - By consensus, the board agreed that both clerks should attend the conference on April 27 & 28, 2023 at which time the office will be posted as closed. *Clerk Lee also updated the board on the one time increase in municipal services payment per the American Rescue Plan Act approved by Governor Evers. *Clerk Lee checked with MSA on the safe water loan program for the STH-77 project. This loan program is State funded and cannot help with STH-77, but it can help with any water work needed in conjunction with that project. *CWA Matter – no change at this time. *Thank you card from Cole and Jessica Visger for the flowers and condolences due to the passing of their family member.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY - None

ITEMS FOR THE NEXT AGENDA -Generators, well house maintenance, battery-operated snow blower, update on building inspectors, update Greenhaven building, installation cost for police radars.

The next regular board meeting is scheduled for March 6, 2023, at 5:00 p.m.

ADJOURN - Motion by Koskovich, seconded by Jelinek, to adjourn at 8:32 p.m. 6-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON MARCH 6, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Larry Lee called the regular board meeting to order on Monday, March 6, 2023, at 5:00 pm. By inspection, all members were present except for Linda Ellenberger and Wayne Miller who were excused. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Larry Lee, Trustees Carol Koskovich, Brenda Jelinek, Julie Ruud, and Casey Haime.

ALSO, PRESENT

Bill Hallock, Jimmy Smith, Jerry Smith, Keith Wehmhoefer, Austin Janz, Jackie & Tim Overom, Max Ericson, Monica Moen, Julie Denham, Day Myers, Marshal Savitski, Penny Cosentino, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Lee, seconded by Koskovich, to approve the agenda. 5-Ayes. Motion carried.

HALL RENTAL - DAN MYERS MARCH 18TH, 2023 – The River Church will be sponsoring a pancake supper from 4:30-8:30 to benefit Comforts. It was asked if there could be a change to the policy to waive the hall fee. Chairman Lee offered to personally pay for the hall fee to the church to cover that expense. Therefore, no policy action needed to be taken by the board.

PUBLIC COMMENT - None

PUBLIC WORKS/STREETS

Revisit/Act on Hydrant Flags – Hallock reported that when he went to purchase the flags approved at last month's meeting, the price was no longer the current purchase price due to a new supplier. Motion by Lee, seconded by Jelinek, to approve purchase of 105 reflective flags to attach to the hydrants for the new cost of \$2610.07 plus shipping/handling to come out the streets and water account. 5-Ayes. Motion carried.

VILLAGE BOARD REGUAL BUSINESS

Minutes for Approval – February 6, 2023, Regular Board Meeting

Motion by Haime, seconded by Koskovich, to approve the February 6, 2023, Regular Board meeting minutes as presented. 5-Ayes. Motion carried.

February Gen/Wat/Sewer Treasurer's Report and Voucher Approval

Motion by Haime, seconded by Ruud, to approve General/Water/Sewer Treasurer's Report for vouchers 32005-32069. 5-Ayes. Motion carried.

REGULAR BOARD MEETING**PAGE TWO****MARCH 6, 2023**

February Campground Treasurer's Report for Approval

Motion by Haime, seconded by Ruud, to approve the Campground Treasurer's Report as presented. 5-Ayes. Motion carried.

Discuss/Act – Application for Water & Sewer Services – No action taken at this time.

DISCUSS/ACT – ITEMS FROM PREVIOUS AGENDA

Generators, Well House Maintenance, Battery-Operated Snow Blower – Discussion held, and possible grant options are being explored. No action taken on the snow blower, and the generator and well house maintenance were postponed until the board gets an update from MSA. These items are to be brought back to the next agenda.

Building Inspectors, Greenhaven Unit – Chairman Lee will be putting together and description and ad to look for a building inspector/zoning administrator for the Village. Weld Riley is working on finding the Village help with the Greenhaven unit due to a possible conflict of interest.

PARKS RECREATION & CAMPGROUND

VOM Campground Expansion: Review/Act CBS Invoice 11127 - Motion by Ruud, seconded by Haime to approve the expansion project payment to CBS, Invoice 11127, for \$6,628.00. 5-Ayes. Motion carried.

Review/Act – Change Order Request M. Jolma - Motion by Ruud, seconded by Haime to approve Change Order No. 01 from M. Jolma, Inc., for \$1,152.00 for Manhole Risers. 5-Ayes. Motion carried.

Update on VOM-WRTC- Expansion Progress – The board received and reviewed the written update of CBS on current progress, which included AFP-03 from M. Jolma. Motion by Ruud, seconded by Haime to approve the expansion project payment to M. Jolma, Inc., AFP-03, for \$88,181.09. 5-Ayes. Motion carried.

POLICE, HEALTH & LICENSES

Police Report – Chief Savitski discussed the many trainings that had occurred in the past month for the department, the success for the prescription turn-in drop box, and the unfortunate bird strike on the squad. Chief Savitski presented the police report. Motion by Haime, seconded by Koskovich, to approve the Police Report as presented. 5-Ayes. Motion carried.

CAMPGROUND CONCERNS – MAX ERICSON

Max Ericson expressed his concerns about the campground expansion. His concerns were about the trees taken down and the holding ponds. It was explained that the DNR required the dry and wet ponds to be added to the campground. Also, CBS project manager provided a letter explaining the need to take out the extra trees which was presented.

LANDFILL COMMITTEE UPDATE – The report was provided in the board packet to review, as Miller is absent.

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MAX ERICSON-CONCERNS

Police Squads- Max voiced his concerns over the fact that the Village currently has two squads and he feels it is not necessary as it will add undue expenses. Clerk Lee read a breakdown of fuel costs to the board for one squad and two officers up to 2022, and also gave current information and fuel cost estimates for the two take home squads now on the road. The estimate revealed no additional expense than in previous years with one squad and two full-time officers. Ericson also had concerns about the fact that a bird broke the headlight, and the squad was still in use.

The Clerks provided the paperwork for examination that within 6 hours of the incident the claim was filed, processed, and ordered with a check in the mail. Link Ford was just waiting to receive the part. Also, Chief Savitski stated that it was proper procedure to continue to use the squad while awaiting the part. This squad usage was also verified with Washburn County Sheriff and the State Patrol Inspector that were at the Village office this week.

Ambulance and Fire Department Concerns- Ericson voiced concerns over the bickering and carrying in the community about the fire and ambulance service. Overall, he would like to see these issues improve so we don't have to go to a paid service. He stated that these are low paid volunteers that put in enough time already and they should be treated better. Further discussion was held on the explanation from Chairman Lee and from the clerks about regulation of water for fire suppression and the rising cost of consistent staffing for the volunteer services.

FINANCE & PERSONNEL COMMITTEE**Minutes for Approval – February 16, 2023**

Motion by Haime, seconded by Ruud, to approve the February 16, 2023, Finance & Personnel Board meeting minutes as presented. 5-Ayes. Motion carried.

Discuss/Act Recommendations from the February 16, 2023, Finance Meeting:

Recommended Outside Event Policy – Recommendations to the board are as follows: From time to time our police department may be requested to provide additional services for an organized local municipal or public event outside Village jurisdiction. Police officer(s), at their discretion, may decide whether they want to supply such services. Police officer(s) choosing to work at a local event outside of Village jurisdiction, will be paid by the Village at a rate of time and one half for hours in excess of their scheduled 40-hour work week. As such, it is improper for an officer to be personally paid/reimbursed directly by the event or event coordinators.

The Village will invoice the event/event coordinators for the hours the Village officer(s) performed the additional services. The invoice will be charged at time and one half of the officer's rate of pay plus a patrol vehicle fee approved annually by the Village Board. In the event that an officer is paid/reimbursed

REGULAR BOARD MEETING**PAGE FOUR****MARCH 6, 2023**

directly, such payment must be turned over to the Village office allowing the Village to bill appropriately. Motion by Ruud, seconded by Haime, to approve the Finance & Personnel recommendations as presented. 5-Ayes. Motion carried. Motion by Haime, seconded by Ruud, to change the handbook policy for Fire and Ambulance members leaving to take a call that it is without pay. 1-Ayes. 2-Nayes. Motion fails. Motion by Ruud, to change the handbook policy for Fire and Ambulance members leaving to take a call with a max pay of 2 hours. Chairman Lee asked for a 2nd to this motion three times. Motion failed.

Vacation carry-over policy was discussed, and the board decided to postpone this item for further discussion at a later time.

CLERK UPDATES AND CORRESPONDENCE

Clerk Lee pointed out that since the extension of TID 4 across STH 53, TID 4 is finally in a positive net position.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Max Ericson voiced concern about where “public comment/concerns” is located on the village board agenda. He further questioned whether or not the public had a sufficient opportunity to comment on agenda items of interest. It was explained that the first public comment/concerns on the agenda was open to the public to voice any concerns, and not necessarily those restricted to the agenda items. The second public comment on “agenda items only” further down, is restricted to comments/concerns about the items on the agenda. During the first public comment any member of the public can ask the board to comment on any agenda item at the time it comes up for discussion. The Village Board has never restricted any member of the public from speaking on agenda items and follows the requirements set forth under the open meetings laws for the State of Wisconsin. *Keith Wehmhoefer inquired if the Water Utility has installed a metered fire hydrant in the Village for bulk water. A metered hydrant set-up has not been purchased. Also, he stated that the policy to cover employees who are also first responders leaving for a call by the Village without loss of pay was because many businesses in the Village don't pay or allow employees to leave, and calls were not getting filled. *Julie Denham questioned when the meeting minutes are available to view on the Website. Clerk Lee stated they are always available upon request in the Clerk's office and copies are printed and posted for the public to view or take with them. Currently, minutes are updated no longer than quarterly on the website. *Jimmy Smith agreed that it is important to have the information for the water and sewer bills and is in favor of the possible landlord/tenant agreements.

ITEMS FOR THE NEXT AGENDA -Generators, well house maintenance, battery-operated snow blower, building inspectors ad, update Greenhaven building, vacation carry over, application for water & sewer, handbook policy fire and ambulance pay.

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The next regular board meeting is scheduled for April 3, 2023, at 5:00 p.m.

ADJOURN - Motion by Koskovich, seconded by Jelinek, to adjourn at 7:22 p.m. 5-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON APRIL 3, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Larry Lee called the regular board meeting to order on Monday, April 3, 2023, at 5:00 pm. By inspection, all members were present except for Linda Ellenberger who was excused. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Larry Lee, Trustees Carol Koskovich, Brenda Jelinek, Julie Ruud, Wayne Miller, and Casey Haime.

ALSO, PRESENT

Marshal Savitski, Nick Nelson, Eva Johnston, Kitty Waggoner, Jerry Smith, Steven Boss, Susan Conaway, Jimmy Smith, Keith Wehmhoefer, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Haime, seconded by Koskovich, to approve the agenda. 6-Ayes. Motion carried.

PUBLIC COMMENT – No members of the public had comments.

PUBLIC WORKS/STREETS

MSA – Nick Nelson – Nick Nelson presented his summary of current conditions for Wellhouse 1 and 2. MSA recommends that the Village begin with a simple engineering study and report that would address the issues facing Wellhouse 1 and 2.

Well and Wellhouse 1: The existing electrical components are falling apart. DNR allows for “in kind” replacement with no changes, as a non-reviewable project. If any changes are made, this would be a reviewable project. The existing electrical service is 240V delta service. The power company may require that all deficient items be brought up to code causing this to become a reviewable project. The load center has fuses, this needs to be upgraded to circuit breakers. The generator receptacle needs to be outside the building. The current well motor control is autotransformer, or across the line. The well piping existing sample tap should be replaced, and the Well base is likely not up to code. The roof hatch leaks, and the overall building structure is in poor condition.

Wellhouse 2: The electrical work would include replacement of the motor control/transfer switch panel with new motor control disconnect and manual transfer switch. The existing does not have interlock between generator power and utility power and the generator only powers the pump; it should power the entire wellhouse. The board needs to determine if a permanent generator is desirable. MSA would need to determine if the well piping meets code. A flushing hydrant is needed and confirmation of system isolation valve.

REGULAR BOARD MEETING**PAGE TWO****APRIL 3, 2023**

Motion by Ruud, seconded by Miller to approve the MSA preliminary engineering study for \$7,300.00 which will serve as the basis for upgrade. Funds to come from the Water Utility. 6-Ayes. Motion carried.

Building Inspector Contract Agreement – Boss Inspection, Inc.

Steven Boss presented his updated building inspection agreement. Steve would handle net new construction, additions, and alterations. The local building inspector would handle zoning and small building permits. Motion by Miller, seconded by Haime to renew the contract with Boss Inspection, Inc. at the new rates. 6-Ayes. Motion carried.

Washburn County Housing Authority – Eva Johnston

Eva Johnston from the Washburn County Housing Authority updated the board on the Edgewood Apartments tenancy and maintenance. Johnston also informed the board that the Hud/Wheda housing program ends in 2028. The board needs to decide whether to take over ownership and maintenance of the apartments again, or apply for the upcoming 538 loan program, which would allow the housing authority to continue to manage, insure and maintain the apartments on behalf of the Village of Minong.

A Discussion was held on the benefits of this loan program. Motion by Miller, seconded by Koskovich to have Johnston apply for the full program funding by the April 30th, 2023, deadline to keep affordable and low-income housing in the Village. 6-Ayes. Motion carried.

VILLAGE BOARD REGUAL BUSINESS**Minutes for Approval – March 6, 2023, Regular Board Meeting**

Motion by Haime, seconded by Ruud, to approve the March 6, 2023, Regular Board meeting minutes as presented. 6-Ayes. Motion carried.

March General/Water/Sewer Treasurer’s Report and Voucher Approval

Motion by Haime, seconded by Miller, to approve General/Water/Sewer Treasurer’s Report for vouchers 32070-32128. 6-Ayes. Motion carried.

March Campground Treasurer’s Report for Approval

Motion by Miller, seconded by Ruud, to approve the Campground Treasurer’s Report as presented. 6-Ayes. Motion carried. Total checking and money market balance \$28,890.24.

Discuss/Act – Land Sale – Richards Ave – Clerk Lee informed the board that the land sale along Richards Ave is complete, and the total funds received is \$1,500.00. Clerk Lee requested that the board determine where they would like the proceeds allocated from the sale. Motion by Koskovich, seconded by Ruud to place the additional funds in the “Streets” Money Market Fund. 6-Ayes. Motion carried.

REGULAR BOARD MEETING**PAGE THREE****APRIL 3, 2023**

DISCUSS/ACT – ITEMS FROM PREVIOUS AGENDA

Greenhaven Unit Letter – Chairman Lee stated that legal counsel advised to start a dialogue with Jennifer Shearer at Indianhead Action Agency about razing the two units that are no longer livable. Chairman Lee is currently waiting to hear back from Shearer.

Advertisement for Bid – Tree Removal Service – Discussion held on surveying the areas in the Village for the remaining down tree limbs and branches. Removal can be done later and there may be chipping grants available to be able to recycle the down limbs. Clerk Lee stated that the Wisconsin Disaster Fund application was rejected, but the clerks will be submitting an appeal to this decision. Lee stated that low income or elderly residents will still need help removing large tree limbs due to the severity of the December winter storm. No action taken at this time.

PARKS RECREATION & CAMPGROUND

VOM Campground Project Funding- Clerk Lee presented the estimated remaining project funds needed to complete the campground expansion project. Remaining reimbursement after completion is \$174,795.78. The estimated remaining balance for the campground to repay a funding source after project reimbursement is \$100,494.29, subject to change or reduction, based on the scheduled completion of the campground on time. Total estimated remaining cost is \$275,290.07. Motion by Ruud, seconded by Koskovich to borrow the remaining funds of \$100,494.29 needed from the Sewer Extension to complete the project and repay the internal loan at the rate of interest when the funds are borrowed. 6-Ayes. Motion carried. Trustee Haime pointed out that the total funds needed to finish the campground is approximately \$274,000.00. Further discussion was held that the board is aware the initial borrowing may be more than the \$100,494.29 to finish the project.

2023 FARMERS MARKET – KITTY WAGGONER – The board discussed Waggoner’s request to allow the return of the Farmer’s Market. Motion by Ruud, seconded by Miller to allow the farmer’s market to use the old ballpark mid-June to mid-September and to provide the porta-potty again this year at Village cost to be taken from the “Shed” funds. 6-Ayes. Motion carried.

POLICE, HEALTH & LICENSES

Police Report – Chief Savitski updated the board that the call volume was up 17% from last month. The dog issue along Railroad Street has been resolved and the owner has complied with the two-dog limit set by the Village Board. One accident and no injuries at the J-Turn. The Minong radio tower is scheduled to be installed in June of 2023.

Savitski updated the board on the STH 77 project time frame will be 65 working days and will be completed by July 15th. Clerk Lee added that there is an upcoming project meeting with the STH 77 engineers, for the local businesses to attend, this week, on April 5th, 2023 at 9:30 a.m. Savitski spoke with Carol Buck from the Washburn County emergency management for the upcoming Sky Warn spotter training class. The class will be held from 6:00 p.m. to 8:00 p.m. at the Spooner Fire Hall 1400 River Street, Spooner, WI 54801.

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Savitski has been continuing to work on the Lexipol program that helps keep the police department procedures up to date to avoid liability for the Village and the Police Department. The police department policy has not been updated since 1991. The alcohol beverage yearly inspections are coming up for the new liquor license year of July 2023 to June 30, 2024. Savitski also stated that this past month he attended “in-service” training with the Shell Lake, Spooner, and Washburn County Sheriff’s Office. The Chief also stated that he is receiving a grant for a free shipment of Narcan. Savitski fielded questions from the board on calls outside the Village of Minong. Further discussion was held on the responsibility of the Village Board to apprehend dogs at large if one of our officers is not available. The County will request the Village President to go. If the Village President or Clerk is not available, then the responsibility falls on the rest of the board members.

Motion by Miller, seconded by Haime, to approve the Police Report as presented. 6-Ayes. Motion carried.

Multiple Dog Licenses for Approval

The board reviewed five multiple dog licenses submitted to the Clerk for board approval. Motion by Miller, seconded by Koskovich to approve all five multiple dog licenses. 6-Ayes. Motion carried.

Dog License Late Fees and Fines

Clerk Lee showed the board the list of remaining dog licenses that are not renewed and will be subject to potential fines and late fees. Lee also updated the website with more information on the importance of getting your dog licensed. Trustee Ruud requested a correction on the number of days it will take to receive a dog license by mail.

LANDFILL COMMITTEE UPDATE – Miller reported that three new doors were put in place. A fire door was put in the office since it had only one exit. The new attendant Gunnar Peterson has been doing a good job and taking care of some improper dumping at the transfer station. Keith Wehmhoefer and Jimmy Smith has been helping Gunnar with fixing things. Gunnar is very happy with the job.

FIRE AND AMBULANCE UPDATE – 2% FIRE DUES

Clerk Lee informed the board that during the audit process, she was told that the 2% Fire Dues that the municipality receives each year in late August should be receipted in and paid to the Fire Department per s. 101.573. Any city, village, or town that contracts for fire protection service shall give dues received under this statute and the applicable sections to the fire department providing the fire protection service. The Fire Department is responsible for keeping records of how those dues are spent. The municipality has the responsibility to show the record of turning it over to the Fire Department.

FINANCE & PERSONNEL COMMITTEE**Discuss/Act Recommendations from the February 16, 2023, Finance Meeting**

Handbook Policy Fire and Ambulance Pay Survey Information: Trustee Ruud wrote up survey questions for Clerk Lee to submit to the Wisconsin Clerks List asking them how everyone handles fire

REGULAR BOARD MEETING**PAGE FIVE****APRIL 3, 2023**

and ambulance, how they pay their employees, if they pay their employees, if they have time off and how much time off is given, do the calls have to be within the limits of the municipality? Or, can they go outside the municipality? Ruud stated that several responses were received, but she would like to wait for more responses, especially from our local area that we have not heard from yet, especially those under contract with our own fire and ambulance service. Ruud would like an answer from Wascott, Solon Springs, Town of Minong, Brooklyn, Frog Creek and Chicog.

CLERK UPDATES AND CORRESPONDENCE

Clerk Lee was sent an email from Monarch Paving stating they will be sending out information to all the local businesses along STH 77 about a business meeting that will be held on April 5th, 2023, at 9:30 a.m. Monarch Paving and STH 77 project engineers will be there to take questions on the project as it relates to staging and access while the work is being done through the Village. *The April Spring Election is coming up on April 4th, 2023.

*Website updates have been done including historical pictures, dog license information, community links, project information, the Village of Minong GIS Link has been updated on the website and more information on the "Links" page to help keep the public informed. *The first half of the police grants came in to offset the cost of outfitting the new squad. *The STH 77 project tentative start date is April 10th, 2023. *April 17th, 2023, at 5:00 p.m. is the Planning Commission meeting.

*The clerk also updated the board with an April calendar of events. *Hall Rental request for a Spaghetti Fundraiser for Richard Hailey who received a scholarship to go to Space Camp. A good Samaritan has stepped up to pay the hall rental fee for his fundraiser. Clerk Lee asked if the board had objections to putting the fundraiser information in the April Newsletter. The board had no objections.

Clerk Bouma attended the Wisconsin Town's Association meeting and informed the board that there was a very interesting conversation with Congressman Tom Tiffany about the postal problems we are all experiencing. Tiffany wants to have a meeting with the postmasters and find out what is causing the postal issues.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Susan Conaway from the Town of Minong asked that Google information get updated for the transfer station because it is referencing the wrong hours of operation with the Village website as a link to that Google information. Clerk Lee to investigate the issue and fix it, if she can. *Jimmy Smith asked about the affordable housing in the Village and Payment in Lieu of Tax. Smith also asked about dump cards for the Greenhaven residents. Clerk Lee informed him that because ICAA states they can't afford to pay payment in lieu of tax, the renters do not get dump cards. *Chairman Lee informed the residents that came in a bit late to the meeting that he has started a dialogue with ICAA about the unlivable units that need to be torn down. *Smith agreed, they are a safety hazard. *Trustee Ruud would like to thank Casey Haime for his six years of service to the Village Board. He will be missed.

REGULAR BOARD MEETING**PAGE SIX****APRIL 3, 2023**

ITEMS FOR THE NEXT AGENDA -None.

The next regular board meeting is tentatively scheduled for May 1, 2023, at 5:00 p.m.

ADJOURN - Motion by Haime, seconded by Jelinek, to adjourn at 7:52 p.m. 6-Ayes. Motion carried.

Village President

Clerk-Treasurer

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MINUTES OF THE VILLAGE OF MINONG SPECIAL BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON APRIL 14, 2023, AT 9:00 A.M.

CALL TO ORDER

Chairman Larry Lee called the special board meeting to order on Friday, April 14, 2023, at 9:00 a.m. By inspection, all members were present except for Linda Ellenberger and Casey Haime, who were absent. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Larry Lee, Trustees Carol Koskovich, Brenda Jelinek, Julie Ruud, and Wayne Miller by phone.

ALSO, PRESENT

Peter Dieckman and Patrick Lancour.

STH-77 PROJECT INFORMATION OR CHANGES

A discussion was held with Peter Dieckman and Patrick Lancour about moving the existing handicapped ramp in front of the Post Office East of its current location. It cannot be rebuilt in its present location to meet the Federally required specifications. Motion by Ruud, seconded by Koskovich, to approve moving the handicapped ramp in front of the post office approximately twenty-feet east. 5-Ayes. Motion carried.

PUBLIC COMMENT/CONCERNS

Clerk Lee informed the board that Todd Petit had asked for more information regarding the sidewalk in front of his building. Peter Dieckman had connected with Petit and gave him clarification regarding his concerns.

ADJOURN - Motion by Koskovich, seconded by Jelinek, to adjourn at 9:20:12 a.m. 5-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG SPECIAL BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON MAY 4, 2023, AT 6:00 A.M.

CALL TO ORDER

Chairman Wayne Miller called the special board meeting to order on Thursday, May 4, 2023, at 6:00 p.m. By inspection, all members were present except for the two vacant trustee seats. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Julie Ruud, Brenda Jelinek, Monica Moen, and Keith Wehmhoefer.

ALSO, PRESENT

Attorney Anders Helquist from Weld Riley and Susan Conaway.

STH-77 PROJECT - POST OFFICE SIDEWALK UPGRADE

Discussion held by the board on whether or not to fix the most needed areas of the sidewalk in front of the post office. Motion by Wehmhoefer, seconded by Moen to not fix the sidewalk in front of the post office. 3-Ayes. 2-Nays. Motion carried.

ANDERS HELQUIST – GOVERNMENT 101 REFRESHER

Village Attorney, Anders Helquist presented Meetings, Records, and Ethics. Three “BIG” Items for Village Trustees. A question and answer session followed with the board and attendees.

PUBLIC COMMENT/CONCERNS – None.

ADJOURN - Motion by Wehmhoefer, seconded by Jelinek, to adjourn at 7:29 p.m. 5-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD**HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859****ON MAY 8, 2023, AT 5:00 P.M.**

CALL TO ORDER

Chairman Wayne Miller called the regular board meeting to order on Monday, May 8, 2023, at 5:00 pm. By inspection, all members were present. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Brenda Jelinek, Julie Ruud, Monica Moen, and Keith Wehmhoefer.

ALSO, PRESENT

Marshal Savitski, Terry Gutz, Karen Maher, Bob Ericson, Dennis Stuart, Jerry Smith, Bill Hallock, Scot Kelly, Teresa Anderson, Lorrie Money, Eva Johnston, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Ruud, seconded by Wehmhoefer, to approve the agenda. 5-Ayes. Motion carried.

NORTHWOOD SCHOOL – SCOT KELLY

Superintendent of the Northwood School, Scot Kelly informed the board that the school district has investigated the option of having an early learning center to help with childcare for employees and the surrounding community. The proposed ages are six weeks to three years old during the school year, and during the summer months it will be open up to the age of eleven. The hours of operation will be from 6:00 a.m. to 6:00 p.m. year-round. The planned opening date for the early learning center at Northwood School is August 17th, 2023. There will be employment opportunities available for those that are interested. Stop at the Northwood School Office for more information.

MINONG AREA TRAILS CLUB – BOB ERICSON

Bob Ericson requested to rent the hall on September 16, 2023, for the annual poker run and have 1st Street closed between P&L Bar and the Village Hall. Motion by Wehmhoefer, seconded by Jelinek to close the street from 7:00 a.m. to 7:00 p.m. on September 16th, 2023. 5-Ayes. Motion carried. Public Works will put out the barricades and the Trails Club will be responsible for putting them out and taking them down.

CELEBRATION OF LIFE – MAHER FAMILY ROAD CLOSURE REQUEST

Karen Maher requested that she be allowed to have part of Jones Street closed for a double celebration of life to make room for parking. Motion by Wehmhoefer, seconded by Moen to close Jones Street from Richards Ave to Roy Street from 12:00 p.m. to 6:00 p.m. 5-Ayes. Motion carried. Hallock will have the barricades set on the side of the road for Maher to set out and take down.

REGULAR BOARD MEETING**PAGE TWO****MAY 8, 2023**

EVA JOHNSTON – WASHBURN COUNTY HOUSING AUTHORITY UPDATE

Eva Johnston updated the board on the Edgewood apartments in the Village. Currently, the apartments are in full tenancy, with one non-recertification. Johnston also followed up with the board on the 528 Loan Program for subsidized housing. The application has been submitted by April 30th, 2023, for \$297,000 for new roofs for two of the three buildings and new siding. There is a 60-day processing time before we will know if the loan is granted. If granted the payback is one percent of the loan amount and will re-certify the apartments for low-income housing for up to fifty years. Further discussion was held by the board and Johnston on having a Village of Minong local board of directors for the Edgewood apartments. Trustee Ruud requested that the subject of the Minong housing authority board be put on the next agenda.

ORGANIZATIONAL MEETING OF THE NEW BOARD

Village Board vacancies and committee appointments were discussed and assigned.

The Planning Commission shall consist of seven members that will include the Village President, one Trustee, the Village Engineer or citizen, a Parks board member or citizen, and three citizen members for a total of seven members. Currently, there are three vacant citizen member seats. Clerk Lee to advertise to the public about the open seats with flyers posted around the Village and local social media.

The Zoning Board of Appeals shall consist of five citizen members. Currently, all seats are vacant. Clerk Lee to advertise to the public about the open seats with flyers posted around the Village and local social media.

Police, Health, Licenses – Streets, Alleys & Utilities Committee Appointments

Motion by Moen, seconded by Ruud to appoint Keith Wehmhoefer as Chairman, Wayne Miller and Brenda Jelinek. 5-Ayes. Motion carried.

Parks, Recreation, Public Property, Planning, Finance, Insurance & Personnel Appointments

Motion by Wehmhoefer, seconded by Jelinek to appoint Wayne Miller, Monica Moen, and Julie Ruud as Chairwoman. 5-Ayes. Motion carried.

Landfill Committee Appointment

Motion by Jelinek, seconded by Ruud to appoint Chairman Miller to the landfill committee. 5-Ayes. Motion carried.

Weed Commissioner Appointment

Motion by Wehmhoefer, seconded by Moen to appoint Chief Marshal Savitski for the Weed Commissioner. 5-Ayes. Motion carried.

Fire and Ambulance Corporate Board Alternate Appointment

Motion by Ruud, seconded by Moen to appoint Brenda Jelinek as the alternate to Chairman Miller for the Fire and Ambulance Corporate Board. 5-Ayes. Motion carried.

Village Board Vacancies

Clerk Lee to put out notice to the public for letters of interest for the two vacant board seats. This item to return to next month's agenda to fill vacancies by appointment.

REGULAR BOARD MEETING**PAGE THREE****MAY 8, 2023**

PUBLIC COMMENT – No members of the public made comments.

PUBLIC WORKS/STREETS

Main Street Road Closure – Discussion held by the board to have Main Street from 5th Ave to Lakeside be classified as a “Class B” Street. Motion by Wehmhoefer, seconded by Jelinek to put a temporary “closed” sign on Main Street for now and invite the homeowners along Main to the June Board Meeting. 5-Ayes. Motion carried.

5-Yard Truck – Discussion held by the board on the options for purchasing a used 5-Yard Truck with a salt/sander, wing and front blade for plowing quicker in the winter and for road patching. Also, discussion for a shouldering machine. Motion by Miller, seconded by Ruud to table this discussion to the Streets Committee to start getting documentation together for these purchases. 5-Ayes. Motion carried.

Water Billing and Bulk Water Station – Discussion held on installing a bulk water station and the issues surrounding keeping track of how much bulk water is taken from hydrants. Motion by Wehmhoefer to install a dedicated hydrant station for filling bulk water. No second was heard, motion failed. Further discussion by board members to have Teresa Anderson from MSA get pricing for a dedicated filling station.

Wastewater Pollutant Discharge Elimination System Permit – Hallock updated the board on the proposed WPDES permit and explained the change from BOD to CBOD having less chance of exceeding the monthly average for wastewater reporting.

VILLAGE BOARD REGUAL BUSINESS**Minutes for Approval – April 3, 2023, Regular Board Meeting and April 14th, 2023, Special Board Meeting**

Motion by Ruud, seconded by Moen, to approve the April 3, 2023, Regular Board meeting minutes as presented. 5-Ayes. Motion carried. Motion by Ruud, seconded by Jelinek to approve the April 14, 2023, Special Board meeting minutes. 4-Ayes. Motion carried. Wehmhoefer abstained because he was not at the special board meeting.

April General/Water/Sewer Treasurer’s Report and Voucher Approval

Motion by Ruud, seconded by Wehmhoefer, to approve General/Water/Sewer Treasurer’s Report for vouchers 32130-32174 and Vouchers V3847-V3872. 5-Ayes. Motion carried.

April Campground Treasurer’s Report for Approval

Motion by Ruud, seconded by Miller, to approve the Campground Treasurer’s Report as presented. 5-Ayes. Motion carried. Total checking and money market balance \$30,650.70.

Celentano Funds- Christina Thompson Girl Scouts Donation

A brief board discussion was held on Christina Thompson’s request for \$250.00 to the Girl Scouts for their time cleaning up the flowers at the signs and benches around the Village. Funds to be taken from the Celentano Fund. Motion by Wehmhoefer, seconded by Jelinek to deny the request. 5-Ayes. Motion carried.

REGULAR BOARD MEETING**PAGE FOUR****May 8, 2023**

PLANNING COMMISSION**April 17, 2023, Planning Commission Minutes and Planning Commission Recommendation to the Village Board for 317 W 5th Ave for Approval**

Motion by Jelinek, seconded by Wehmhoefer, to approve the April 17, 2023, Planning meeting minutes and also to grant the conditional use permit request recommended by the planning commission. 5-Ayes. Motion carried.

PARKS RECREATION & CAMPGROUND**Campground Expansion CBS 2 Invoices, Jolma Change Order/Work Order Requests**

Motion by Ruud, seconded by Moen to approve CBS 2 Invoice 11510 in the amount of \$1,806.00 for professional engineering fees. 5-Ayes. Motion carried.

Campground Expansion Update – Discussion held by the board regarding the ATV wash station. Unanimous consent given for \$1.00 for five minutes. Deputy Clerk Bouma updated the board on the Popple Shoot Race and the need for clean-up for the existing campsites that were impacted by the construction. Clerk Lee and Bouma included a construction update in the board packet, and informed the board that as of the May 8, 2023, meeting M. Jolma is four days past the contracted substantial completion date of May 4th, 2023. Per the contract, Jolma will be assessed the agreed upon fee for failure to meet substantial completion. The board also discussed the chain link fence vs. the originally approved split rail fence around the ponds. The board agreed to stay with the split rail fence.

POLICE, HEALTH & LICENSES

Police Report – Chief Savitski updated the board. The new radars are installed, and traffic stops are now happening. The Chief met with leaders in law enforcement from the area and County about mental health issues specifically in Minong. He also met with the Chamber for Minong Summer Days to ensure police coverage. The Chief attended the WITC management conference with other law enforcement officers in Hayward, WI. The Chief also reported that there have been no complaints about the construction along STH 77. The alcohol premise investigations have been completed for the new liquor license season. He also attended the coordinated response exercise hosted by Enbridge in Shell Lake, WI along with fire department members from Minong. Finally, the Chief reported that police calls are up from last year. Chairman Miller expressed condolences for the loss of another officer and thanked Marshal and Dennis Stuart for their service and to be safe out there while patrolling the community. Motion by Ruud, seconded by Jelinek to accept the police report. 5-Ayes. Motion carried.

Multiple Dog Licenses for Approval

Motion by Jelinek, seconded by Wehmhoefer to approve the multiple dog license for Cashman/Arrigo. 5-Ayes. Motion carried.

LANDFILL COMMITEE UPDATE

Miller reported that three new doors were put in place. An emergency escape door was installed for the office in case of fire. The steps going downstairs are under repair. Clerk Bouma stated she has gotten compliments on Gunnar Peterson, the new attendant.

REGULAR BOARD MEETING**PAGE FIVE****MAY 8, 2023**

FIRE AND AMBULANCE UPDATE

Clerk Lee informed the board that the 2021 fire and ambulance audit has been completed.

FINANCE & PERSONNEL COMMITTEE**Discuss/Act Recommendations from the February 16, 2023, Finance Meeting**

Handbook Policy Fire and Ambulance Pay Survey Information: Trustee Ruud would like an answer from Wascott, Solon Springs, Town of Minong, Brooklyn, Frog Creek and Chicog. Clerk Lee to send out the survey questions again. Item to be postponed.

CLERK UPDATES AND CORRESPONDENCE

Clerk Lee updated the board on the calendar of events for May. Clerk Bouma attended the WI Municipal Clerks Association district meeting and received information for the safe water drinking loan program that could be used to help with the cost of the Well House(s) replacement and repair. Trustee Wehmhoefer mentioned a person that works with the city of Shell Lake, and the city of Hayward, WI that does grant/loan applications.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY - None**ITEMS FOR THE NEXT AGENDA**

Ballfield and Play Park Fence for repair; Washburn County Housing Authority; Closed session per 19.85 (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Deputy Clerk Ambulance Pay. Handbook – Fire and Ambulance pay policy. Street signs and streetlights.

The next regular board meeting is scheduled for June 5, 2023, at 5:00 p.m. Motion by Wehmhoefer, seconded by Moen to move the next regular board meeting to June 12, 2023, at 5:00 p.m. because Wehmhoefer will be unavailable the first week of June. 5-Ayes. Motion carried.

ADJOURN - Motion by Jelinek, seconded by Ruud, to adjourn at 7:55 p.m. 5-Ayes. Motion carried.

Village President

Clerk-Treasurer

**MINUTES OF THE BOARD OF REVIEW OF THE
VILLAGE OF MINONG, WI HELD AT THE VILLAGE HALL
THURSDAY MAY 16, 2023, AT 5:00 p.m.**

CALL TO ORDER: Clerk Janel Lee called the Board of Review to order at 5:00 p.m. on Tuesday, May 16, 2023. The 2023 Board of Review was held at the Village of Minong Village Hall located at 123 5th Ave Minong, WI 54859.

**NOTICE
CONFIRMATION:** Notice was properly published and posted per requirement, and a quorum does exist.

ROLL CALL: The Clerk requested that the board state their names for the record. Board members present were Keith Wehmhoefer, Brenda Jelinek, Julie Ruud, Wayne Miller, Janel Lee, Debbie Bouma, Deputy Clerk Treasurer and Monica Moen.

Also present was Steve Nordquist-Assessor.

CHAIRPERSON: The first order of business is for the board to elect a chairperson for this meeting. Miller nominated Janel Lee to chair the Board of Review. Motion by Wehmhoefer seconded by Jelinek to appoint Janel Lee to chair the Board of Review. 5-Ayes. Motion carried.

VICE-CHAIRPERSON: Motion by Wehmhoefer seconded by Jelinek to appoint Monica Moen as Vice-Chairperson. 6-Ayes. Motion carried.

**VERIFY TRAINING
REQUIREMENTS
TO THE DEPT OF
REVENUE:** Four board members have met the mandatory training requirements. This information was submitted to the Department of Revenue on May 13, 2023 at 11:55 a.m.

**VERIFY
CONFIDENTIALITY
ORDINANCE:** Chairwoman Lee verified Confidentiality Ordinance Sec. 2-245 – Limitations on right to access paragraph C, item 3.

**ADOPTION OF
POLICY:** Motion by Ruud, seconded by Miller, to approve the Village of Minong policy on the procedures for Waiver of Board of Review Hearing Requests and Waiver of Telephone or Sworn Written Testimony Requests. 6-Ayes. Motion carried. Deputy Clerk, Bouma witnessed the policies.

REGULAR BOARD MEETING**PAGE TWO****MAY 16, 2023**

VERIFY ASSESSOR**FILINGS:**

As of May 16, 2023, all reports related to the Board of Review have been filed by Assessor, Steve Nordquist.

RECEIPT OF 2023**ASSESSMENT ROLL:**

Assessor Steve Nordquist turned over the 2023 Assessment Role to Chairwoman, Janel Lee. The Assessor's Affidavit has been completed by Nordquist and witnessed by Clerk-Treasurer/Chairwoman Lee as of May 16, 2023.

ASSESSMENT ROLL REVIEW**STATUATORY****DUTIES:**

The assessment role was examined. No changes to calculations, descriptions were made. Chairwoman Lee verified with the Assessor that there were no open book changes to the assessment role this year.

HEARINGS,**OBJECTIONS AND****CONSIDERATIONS:**

Agenda Items: 16-22 – None. No requests were received for hearing or intent to file objections to their property value 48 hours prior to Board of Review. No citizens with questions or property value objections appeared at Board of Review on May 16, 2023.

ADJOURN:

Motion by Wehmhoefer, seconded by Moen to adjourn at 7:00 p.m. 6-Ayes. Motion carried. Board of Review Meeting adjourned.

Chairwoman

Deputy Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD**HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859****ON JUNE 12, 2023, AT 5:00 P.M.**

CALL TO ORDER

Chairman Wayne Miller called the regular board meeting to order on Monday, June 12, 2023, at 5:00 pm. By inspection, all members were present. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Brenda Jelinek, Julie Ruud, Monica Moen, and Keith Wehmhoefer.

ALSO, PRESENT

Bill Hallock, Scot Kelly, Carol Koskovich, Randy Johnson, Lucas Shepard, Austin Janz, Max Ericson, Scot Kelly, Less Chandler, Lorrie Money, Eva Johnston, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Jelinek, seconded by Wehmhoefer, to approve the agenda. 5-Ayes. Motion carried.

POLICE, HEALTH & LICENSES

Police Report – Officer Shepard updated the board and presented the police report. Motion by Ruud, seconded by Wehmhoefer to accept the police report. 5-Ayes. Motion carried.

Multiple Dog Licenses for Approval

Motion by Jelinek, seconded by Moen to approve the multiple dog license for Heilman and Williams. 5-Ayes. Motion carried.

PUBLIC COMMENT – Less Chandler introduced himself as the new property owner of the old school. Chandler requested that the local officers patrol that area because of recent vandalism.

EVA JOHNSTON – WASHBURN COUNTY HOUSING AUTHORITY UPDATE

Eva Johnston updated the board on the Edgewood apartments in the Village. Currently, the apartments are in full tenancy. Eva also provided the history and paperwork about the Minong Housing Board and the agreements with Washburn County Housing Authority for the board's review. Chairman Miller stated that the Village needs to establish a local housing authority board again. Dissolution of the local housing board should not have been permitted.

PUBLIC WORKS/STREETS

Water Billing and Bulk Water Station – Discussion held on installing a bulk water station and the issues surrounding keeping track of how much bulk water is taken from hydrants. Examples of bulk water station options were provided by Village engineers, MSA for consideration.

REGULAR BOARD MEETING**PAGE TWO****JUNE 12, 2023**

Street Sign Posting and Weight Restrictions – Motion by Wehmhoefer and seconded by Moen to post “No Trucks” on Main Street from 5th Ave to Lakeside. 5-Ayes. Motion carried.

Streetlights – Trustee Wehmhoefer brought up concerns about the Village having too many streetlights, the high cost, and concerns about making sure the Village is not paying for private streetlights. The Board would like to see a map of all the streetlights from Dahlberg.

Ball Field and Play Park Fence – By consensus, this topic should be examined at a Parks Committee meeting and a recommendation brought back to the Board for consideration.

The Old Racetrack – Pictures were given to the Board on the no trespassing posting that was done at the Old Racetrack to prevent ATV’s riders using the site.

STH-77 Project- WISDOT Invoices for Approval – Motion by Ruud and seconded by Moen to approve payment of invoice 395-0000303615 for \$24,307.37 and invoice 395-0000308820 for \$70,717.20 to WI DOT for the work being completed on STH 77. 5-Ayes. Motion carried. The payments are to come from the current “ARPA” and “Streets” reserve funds. Clerk Lee explained that she is working with Shell Lake State Bank on the line of credit to complete the project.

VILLAGE BOARD REGUAL BUSINESS**Minutes for Approval – May 4, 2023, Special Board Meeting and May 8th, 2023, Regular Board Meeting**

Motion by Moen, seconded by Wehmhoefer, to approve the May 4, 2023, Special Board meeting minutes and the May 8, 2023, Regular Board meeting minutes as presented. 5-Ayes.

May General/Water/Sewer Treasurer’s Report and Voucher Approval

Motion by Ruud, seconded by Moen, to approve General/Water/Sewer Treasurer’s Report for vouchers 32175-32230 and Vouchers V3873-V3903. 5-Ayes. Motion carried.

May Campground Treasurer’s Report for Approval

Motion by Ruud, seconded by Wehmhoefer, to approve the Campground Treasurer’s Report as presented. 5-Ayes. Motion carried. Total checking and money market balance \$31,036.77.

Resolution to Borrow-Cash Flow Loan (Internal)

Motion by Moen and seconded by Ruud to approve the resolution of intent to borrow from the sewer extension fund a \$100,000 to be paid, principal and interest, back by November 30, 2023, when the remaining State Aids are received. 5-Ayes. Motion carried.

Update Bank Signatories – Item is tabled until next meeting.

2023-2024 Liquor Licenses for Approval – Motion by Wehmhoefer and seconded by Ruud to approve the 2023-2024 Liquor Licenses and Tobacco as present for DC’s Victory Lane, Henson’s IGA, Lucky Seven, P&L Corner Bar, Club Northern, Sportsman’s Headquarters, and Dollar General. 5-Ayes. Motion carried.

REGULAR BOARD MEETING**PAGE THREE****JUNE 12, 2023**

Motion by Wehmhoefer and seconded by Jelinek for conditional approval of Jack Link's Aquatic and Activity Center once the updated premise description is received including only lots 35296, 35026 and 29721. 5-Ayes. Motion carried.

North County Assessment Services Contract for Approval – Motion by Wehmhoefer, seconded by Moen to approve the assessment contract for North Country in the amount of \$4,600 as presented. 5-Ayes. Motion carried.

PARKS RECREATION & CAMPGROUND

Change Order 2 and campground Construction Update – Discussion was had about the delays in the completion of the project and the new final completion date has not been met again. Change Order 2 is to move the driveway to save Campsite 1 and the surrounding trees.

LANDFILL COMMITTEE UPDATE

Miller reported on recent activities at the transfer station.

FIRE AND AMBULANCE RUN ACTIVITY REPORT

The board reviewed the fire & ambulance run activity report.

FINANCE & PERSONNEL COMMITTEE**Discuss/Approve the Minutes from the June 8th, 2023, Finance Committee Meeting**

Motion by Ruud and seconded by Moen to approve the minutes from June 8, 2023, finance committee meeting minutes as presented. 5-Ayes. Motion carried.

CLOSED SESSION 19.85(C) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Considering Village Board vacancy appointments and Fire and Ambulance bookkeeping.

Motion by Miller and seconded by Ruud to go into closed session. Roll call vote: Moen-Aye, Ruud-Aye, Wehmhoefer-Aye, Jelinek-Aye, and Miller-Aye. Motion carried.

Board to reconvene into open session with possible action from closed session.

Motion by Jelinek and seconded by Miller to reconvene into open session.

By majority, the board has chosen to notify the Village Board Appointees by email and mail, on who has been chosen to fill the one- and two-year positions available.

Motion by Jelinek and seconded by Moen to accept the recommendation of the Finance Committee to have the Deputy Clerk become a 35 hour per week position with benefits and eliminating the ambulance bookkeeping pay for the Deputy Clerk position. Job duties for fire and ambulance are now to be shared by the Clerks in the office with Clerk Lee as primary contact for the Fire and Ambulance. Fire and Ambulance to pay a negotiated, yearly "office rent" similar to the Water and Sewer to the Village of Minong for the fire and ambulance bookkeeping. 4-Ayes, 1-Nay. Motion carried.

REGULAR BOARD MEETING
PAGE FOUR
JUNE 12, 2023

CLERK UPDATES AND CORRESPONDENCE

Clerk Lee included a calendar of events for June to keep the board informed of upcoming events.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY - None

SCHEDULE THE SECOND JUNE REGULAR BOARD MEETING

By Consensus, the second regular board meeting will be June 19, 2023, at 5:00 p.m.

NEXT REGULAR BOARD MEETING

The next regular board meeting is scheduled for July 3, 2023, at 5:00 p.m.

ADJOURN - Motion by Jelinek, seconded by Moen, to adjourn at 7:30 p.m. 5-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG SECOND REGULAR BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON JUNE 19, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Wayne Miller called the second regular board meeting to order on Monday, June 19, 2023, at 5:00 pm. By inspection, all members were present. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Brenda Jelinek, Julie Ruud, Monica Moen, Carol Koskovich, Randy Johnson, and Keith Wehmhoefer.

ALSO, PRESENT

Bill Hallock, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Wehmhoefer, seconded by Moen, to approve the agenda. 7-Ayes. Motion carried.

PUBLIC COMMENT

Trustee Wehmhoefer raised concerns over the puddle on B Street and STH 77. The Public Works Director, Bill Hallock, had already informed the STH 77 crew about the puddle.

PUBLIC WORKS/STREETS

CMAR Report and Resolution 2022

Hallock reviewed the CMAR report with the board members. Motion by Ruud and seconded by Koskovich to accept the CMAR report as presented and to approve the Compliance Maintenance Resolution #300-10-2023 as presented. 7-Ayes. Motion carried.

Second Water/Wastewater Operator

Hallock informed the board that John McCue from the City of Hayward will serve as our back-up certified operator while employee, Logan Cerney, is in training. Cerney, must work one year before he can officially pass operator in training.

VILLAGE BOARD REGUAL BUSINESS

Discuss/Act Filing Remaining Committee Appointments

By consensus, the board appointed Ruud and Koskovich to fill the Trustee and Park Board Member on the Planning Commission. Also, Johnson was appointed to the Police, Health, Licenses-Streets & Alley-Utilities Committee and Koskovich was appointed to the Parks, Recreation, Public Property, Finance, Insurance, Personnel Committee. Discussion was had on the need for Citizen members for the Planning Commission and the Zoning Board of Appeals. A contingency plan was formed if the need arises before we could find citizen members.

REGULAR BOARD MEETING
PAGE TWO
JUNE 19, 2023

Update Bank Signatories

Motion by Koskovich and seconded by Moen to remove past members of the board, Casey Haime and Linda Ellenberger, from bank accounts. 7-Ayes. Motion carried. Motion by Moen and seconded by Miller to add signatories, Julie Ruud, Carol Koskovich, Brenda Jelinek to the accounts. 7-Ayes. Motion carried.

Review/Act Emergency Operational Plan for Washburn County

Motion by Koskovich and seconded by Ruud to appoint Wayne Miller as the Minong Emergency Manger/Coordinator for the Emergency Operational Plan for Washburn County. 7-Ayes. Motion carried.

Motion by Koskovich and seconded by Moen to appoint Wayne Miller as the Public Safety Committee Chair for the Emergency Operational Plan for Washburn County. 7-Ayes. Motion carried.

PARKS RECREATION & CAMPGROUND

Review/Act on any Change Orders/Invoices- None.

Campground Construction Update – Bouma updated the Board that a punch list walk through was completed this morning with Tyler from CBS Squared, Miller and herself. Many items where add to the list such as, lack of topsoil and grass seed, some cleanup and re-sloping work needed to be done at Denninger and Railroad culvert insert, a large pile of dirt between campsite 24 & 25, picnic tables are missing supports and have warped boards, manhole covers need to be cleaned, and huge rocks in the lawn area. We are awaiting the complete list from CBS Squared. We do have a one-year warranty on the lawn and contractors are responsible for water and seed until it comes in, which started on 6/14/2023.

FINANCE & PERSONNEL COMMITTEE

Cash Back Credit Card Bill Payment Discussion

By consensus, the board decided to send this item to the Finance & Personnel Committee to review and make recommendations to the board later.

Charge Account: Lucky Seven Gas Station

Clerks have made many calls to set this up with Lucky Seven with no response from them. Clerks will drive out and ask for a fleet card application per Trustee Moen.

CLERK UPDATES AND CORRESPONDENCE – None.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY – Wehmhoefer expressed concern on the Sportsman over quota seating. Clerks to check into this issue before the new licenses are delivered.

REGULAR BOARD MEETING
PAGE THREE
JUNE 19, 2023

AGENDA ITEMS FOR NEXT MEETING

Steps and Railings at Village Hall

Farmers market and information on the Pickle Law

The next regular board meeting is scheduled for July 3, 2023, at 5:00 p.m.

ADJOURN - Motion by Jelinek, seconded by Moen, to adjourn at 5:52 p.m. 7-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON JULY 3, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Wayne Miller called the regular board meeting to order on Monday, July 3, 2023, at 5:00 pm. By inspection, all members were present. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Brenda Jelinek, Julie Ruud, Monica Moen, Carol Koskovich, Randy Johnson, and Keith Wehmhoefer.

ALSO, PRESENT

Jerry Smith, Scot Kelly, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Wehmhoefer, seconded by Moen, to approve the agenda. 7-Ayes. Motion carried.

PUBLIC COMMENT – none

POLICE, HEALTH & LICENSES – DISCUSS/REVIEW/ACT – None.

SCOT KELLY (SUPERINDENDENT) DISCUSS NORTHWOODS EARLY LEARNING CENTER (DAYCARE) - The name of the new center will be Tiny Seeds Learning Center. The project received a \$40,000 Pell Grant to help with the construction. The anticipated opening date is late August. State licensing is being processed to offer subsidized fees to families who qualify.

WASHBURN COUNTY HOUSING AUTHORITY UPDATE – None.

PUBLIC WORKS/STREETS

STH-77 – Funding and TID Reserves

The clerk explained the process in which TID Reserves could be used for payment on STH-77 project. The next step is to evaluate the amount of road in the TID guidelines established at formation of the TID. The line of credit was approved at Shell Lake State Bank for the STH-77 project to pay for the remaining village portion of the construction.

PFAS Testing Update – (Perfluoroalkyl and Polyfluoroalkyl Substances)

Brief review held by board. The first PFAS test came back with results from wells 1 & 2 to show no PFAS compounds in the village water. Results for each compound were ND (not detected). Limits of detection on these tests are expressed in ng/L (nanograms per Liter or parts per trillion).

**REGULAR BOARD MEETING
PAGE TWO
JULY 3, 2023**

VILLAGE BOARD REGUAL BUSINESS

Minutes for Approval – 06/12/2023 Reg Bd Mtg & 6/19/23 2nd Reg Bd Mtg

Motion by Wehmhoefer, seconded by Johnson to approve the June 12, 2023, Regular Board Meeting and June 19, 2023, 2nd Regular Board Meeting as presented. 7-Ayes. Motion carried.

June General/Water/Sewer Treasurer’s Report & Voucher Approval

Motion by Moen, seconded by Ruud, to approve General/Water/Sewer Treasurer’s Report for vouchers 32231-32281 and Vouchers V3904-V3928. 7-Ayes. Motion carried.

June Campground Treasurer’s Report Approval

Motion by Ruud, seconded by Moen, to approve the Campground Treasurer’s Report as presented. 7-Ayes. Motion carried. Total checking and money market balance \$23,980.14.

Wisconsin Disaster Fund Grant – Update

By consensus, the board decided to apply the \$581.42, which will be received from the Wisconsin Disaster Fund to the water extension fund to refund the repairs needed to the well houses during the winter storm of 2022.

Beautification Project Request Letter – Minong Library

Motion by Wehmhoefer, seconded by Johnson to approve payment of \$208.78 to Minong Area Library for the beautification project of placing flowers at local businesses. 7-Ayes. Motion carried.

Farm & Flea Market Update & The Pickle Law

By consensus, the board decided to create an event application for the Village. Motion by Wehmhoefer, seconded by Ruud to wave any fees for the event application for the Farm & Flea Market for the current year of 2023, but still require proof of insurance. 7-Ayes. Motion carried.

Village Hall Building – Steps and Railing

Ideas were discussed about replacing the side door railing to the village hall and changing the village hall steps in front of the hall. By consensus, the Street Committee will review and bring recommendations back to the board for consideration.

PARKS & RECREATION – WRT CAMPGROUND PROJECT

Campground Construction Update – CBS Squared will be meeting with Jolma on Thursday, July 6, 2023, to discuss the punch list items, along with the work not done according to plan such as the split rail fence, the grading level around the sites, the picnic tables needing brackets, topsoil and grass seed and more.

REGULAR BOARD MEETING
PAGE THREE
JULY 3, 2023

UPDATES – LANDFILL COMMITTEE

Miller reported that there has not been a meeting recently. Deputy Clerk Bouma stated that Gunnar Peterson, the new transfer station attendant, is getting positive feedback that he is very courteous and helpful. Miller also stated that simply telling the attendant your address is not enough. They must have a card issued from the proper municipality. Further discussion was held about the recycling rules. Currently, there are no official rules at the transfer station that citizens must separate their garbage.

FIRE AND AMBULANCE UPDATE FROM JUNE 28, 2023, MEETING

Update was given on the last meeting on June 28, 2023, where the agreement to pay office rent to the Village of Minong will begin in 2024. Discussion was held about water tracking. They are going to start writing that down on the fire reports. Further discussion was held about billing for fire suppression. Also, Chairman Miller asked Johnson to take over as the representative on the Fire and Ambulance Board to ensure the Village has a no conflict of interest in future votes. The board agreed by unanimous consensus to have Randy Johnson chair the Fire and Ambulance quarterly meetings.

FINANCE & PERSONNEL COMMITTEE

Discussion was held on the citizen requirements for the planning and zoning. Motion by Wehmhoefer and seconded by Moen to update Resolution 100-09 VOM Fee Schedule/Plan/Zoning Pay to increase the pay for members of the side Committees to \$25 a meeting. 7-Ayes. Motion carried.

CLERK UPDATES AND CORRESPONDENCE – None

PUBLIC COMMENTS ON AGENDA ITEMS ONLY – None

NEXT REGULAR BOARD MEETING - August 7, 2023, at 5:00 p.m.

Discussion held on training for Streets equipment. Chairman Miller requested for a closed session meeting for July 6th, at 5:00 p.m. Ruud suggested that Miller meets with public works personnel to go over a list of needed items. Miller also requested that he be informed of the schedule of all side committee meetings so that he could attend. A Streets Committee meeting was requested for July 21, 2023, at 8:30am. Chairman Miller requested the meeting be later in the day so that he could attend, and it would be better for the public. Clerk Lee to reach out to Trustee Wehmhoefer and discuss agenda items.

ADJOURN - Motion by Jelinek, seconded by Koskovich, to adjourn at 6:26 p.m. 7-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON AUGUST 7, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Wayne Miller called the regular board meeting to order on Monday, August 7, 2023, at 5:00 pm. By inspection, all members were present. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Brenda Jelinek, Julie Ruud, Monica Moen, Carol Koskovich, Randy Johnson, and Keith Wehmhoefer.

ALSO, PRESENT

Jerry Smith, Teresa Anderson, Dan Rassbach, Bill Hallock, Marshal Savitski, Peggy Featherly, Andy Podratz, Dan Myer, Cheryl Myer, Kyle Young, Tess Schirmer, Lucas Shepard, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Koskovich, seconded by Wehmhoefer, to approve the agenda. 7-Ayes. Motion carried.

PUBLIC COMMENT – Chairman Miller read the letter of resignation from Logan Cerney.

CITIZEN- E 4TH AVE - TRAFFIC/DNR STATION ACCESS ROAD/ ADDRESS SIGN PLACEMENT

Tess Shirmer expressed her concerns with the use of 4th Ave and the new driveway for the DNR station. Also, the concern for kids at play on 4th Ave with the traffic. Kyle Young from the DNR will address her concerns at a meeting with the construction crew and DNR members, and he will also provide the office with more communication moving forward. Hallock will meet with Tess about moving her fire number to another location which will still allow it to be visible to emergency vehicles. Placement of child at play and speed limit signs will be reviewed. Comments were also made about the Marrow Mine and the possibility of a child's grave site behind the DNR Station.

MSA- TERESA ANDERSON – UPDATE ON WELL HOUSE

Teresa Anderson stated that they were still completing the report and that it would be ready to present at the September 7th meeting and this would allow time for the Village to complete the Intent to Apply Information for the DNR Safe Drinking Water Loan Program due by October 31st.

BOARD APPOINTMENT FOR THE PLANNING COMMITTEE

Chairman Miller introduced Dan Rassbach as a citizen member interested in the Planning Committee. Motion by Moen, seconded by Ruud, to appoint Dan Rassbach to the Planning Committee. 7-Ayes. Motion carried.

REGULAR BOARD MEETING**PAGE TWO****AUGUST 7, 2023****POLICE, HEALTH & LICENSES**

Police Report – Chief Savitski updated the board and presented the police report. Total calls, 39. He also spoke of the National Night out for Police, EMS, and Fire, which was held in Shell Lake this year. After the event he spoke with the Minong Chamber and together they would like to hold this event in Minong next year for the community youth. The Minong PD applied for a grant for fentanyl testing strips and was approved. Savitski met with the Minong Chamber about Minong Summer Days. Report was given on the vandalism in the park and the minor involved will be given a chance to complete community service to repay the \$1762.17 damage to the portable toilet. Jerry Smith has volunteered to supervise the youth that vandalized the park. Officer Shepard and Chief Savitski will be on duty during Minong Summer Days. The parade will be down Railroad Street again this year. A citizen who was a victim of vandalism also donated \$500 to the police department in appreciation of their work. Monarch notified Chief Savitski about the STH 53 road work after Labor Day. Motion by Ruud, seconded by Moen to accept the police report. 7-Ayes. Motion carried.

Expansion Proposal Village of Minong Police Department- Discussion held on the proposal created by Chief Savitski and Officer Shepard to approach the Town of Minong to see if they would be interested in joining the Village Police Department. Motion by Ruud, seconded by Koskovich, to allow the Minong Police Department to present their proposal to the Town of Minong and begin the discussion. 6-Ayes, 1- Nay. Motion carried.

Multi-Dog License for Approval - Officers reported that they have responded to several dog at large complaints from this resident. Motion by Wehmhoefer and seconded by Moen to deny this multi dog license and request that the one nuisance dog be removed. 7-Ayes. Motion carried. Clerk to send out a letter to the residents.

B Street Dog Bite Issue – Chief Savitski spoke of the ongoing issue with the dogs on B Street. He contacted the Village attorney to find out what options the Village would have in this situation. The most recent incident of the last dog bite and pet killed, has been documented per procedure, but until another incident is reported and documented, no further action can be taken at this time.

**DISCUSS/REVIEW/ACT- PUBLIC WORKS & STREETS COMMITTEE
RECOMMENDATIONS**

Streets Meeting Minutes for Approval from July 24, 2023 - Motion by Jelinek, seconded by Wehmhoefer to approve the July 24, 2023, Streets Meeting minutes with changes to the minutes stating Streets meetings will be held on an as needed basis. 7-Ayes. Motion carried.

Shouldering Village Streets – A rough estimate from Washburn County was presented, but a request for a more refined quote would be needed for future planning and budgeting.

Roy's Seal Coat- Proposal- Crack Sealing – The proposal was as follows Walnut- \$ 4000.00, Hilltop \$1150.00, Railroad (Denninger South) \$4300.00, Main St (8th to 77) \$3,200.00. Motion by Moen, seconded by Ruud to accept the proposal for Hilltop \$1150.00, Railroad (Denninger South) \$4300.00, Main St (8th to 77) \$3,200.00 as presented from the street extension fund, and allow Chairman Miller to accept the Walnut proposal if the money remains in the budget current year. 7-Ayes. Motion carried.

5 Year Road Plan - The recommendation of the Streets Committee is to create the five-year road plan as follows 2024 – Combine 2” overlay of Main St; 1200’ 8th Ave to Hilltop and 2” overlay of Main St from South Limits Road to Hilltop Drive. 2025 – 2” overlay of B St from Houston to Business 53. 2026 – 2” overlay of Shell Creek Rd to Business 53 to Wallace St. 2027-2029 – Replace and widen Main Street going North from STH 77

REGULAR BOARD MEETING
PAGE THREE
AUGUST 7, 2023

to Village Limits including a ribbon curb and replace Water/Sewer. Motion by Wehmhoefer and seconded by Koskovich to accept the 5-year road plan as presented. 7-Ayes. Motion carried.

VILLAGE BOARD REGUAL BUSINESS

Minutes for Approval – 07/3/2023 Regular Board Meeting

Motion by Jelinek, seconded by Moen to approve the July 3, 2023, Regular Board Meeting as presented. 7-Ayes. Motion carried.

July General/Water/Sewer Treasurer’s Report & Voucher Approval

Motion by Ruud, seconded by Moen, to approve General/Water/Sewer Treasurer’s Report for vouchers 32282-32336 and Vouchers V3929-V3959. 7-Ayes. Motion carried.

July Campground Treasurer’s Report Approval

Motion by Jelinek, seconded by Koskovich, to approve the Campground Treasurer’s Report as presented. 7-Ayes. Motion carried. Total checking and money market balance \$25,135.88.

Minong Summer Days Picnic License for Approval

Motion by Miller, seconded by Moen to approve the Minong Summer Days Picnic License for August 11th to August 13th, 2023, as presented. 7-Ayes. Motion carried.

PSC Resolution #200-10-2022 for Approval

Motion by Ruud, seconded by Moen to approve PSC Resolution #200-10-2022, Tax Equivalent Water Payment to General Account as present. 7-Ayes. Motion carried.

STH-77 – Invoice 395-0000312382 & 395-0000317089 for Approval and Payment

Motion by Ruud, seconded by Moen to approve payment of invoice 395-0000312382 for \$180170.18 to the WI DOT for STH 77 project as present. 7-Ayes. Motion carried. Motion by Moen, seconded by Ruud to approve payment of invoice 395-0000317089 for \$23,374.70 to the WI DOT for STH 77 project as present. 7-Ayes. Motion carried.

Community Service & Gordon Correctional Community Enhancement – Postponed for another meeting.

Town of Minong Mowing Request for Greenwood Cemetery

The board discussed the current 2023 budget which has \$500 set aside for Greenwood Cemetery. A request for more information is needed to address possible changes in the 2024 budget.

ADRC Letter for Consideration

Clerks met with Valerie VanderBent, the Nutrition Director, for the ADRC to see the Village Hall. They are currently looking for a new location for Meals on Wheels in this area. She will contact the Village back if they feel we can possibly fill their needs.

PARKS & RECREATION – WRT CAMPGROUND PROJECT

Change Orders No. 03

Motion by Ruud, seconded by Moen to approve Change Order No.03 which for a decrease the amount by \$4800.00 in liquidated damages, and extends the completion date until 11/30/2023. 7-Ayes. Motion carried.

REGULAR BOARD MEETING**PAGE FOUR****AUGUST 7, 2023**

Campground Construction Update - Punch list items, along with the work not done according to plan such as the split rail fence, the grading level around the sites, the picnic tables needing brackets, topsoil and grass seed and more still need to be completed.

UPDATES – LANDFILL COMMITTEE

Miller reported that there are main truck repairs needed. The transfer station report was provided to the board in their packets. The transfer station may be closed for the rest of the week and the free day for the Town of Minong may need to be rescheduled due to truck repairs.

CLERK UPDATES AND CORRESPONDENCE**Citizen Correspondence-Dogs at Large in the Village**

Clerk Lee read the letter from concerned citizens about dogs at large. Brief discussion held by the board on the citizen concerns. Considerable effort has been made by the current officers and the clerk's office to keep enforcing the ordinances regarding dogs licensing and dogs at large.

2023 MTAW Fall Conference

Motion by Moen, seconded by Ruud to send the Clerk and Deputy Clerk to the 2023 MTAW Fall Conference for training which will cause the office to be closed Wednesday, September 20 at Noon through Friday, September 22, 2023. 7-Ayes. Motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY - None**CLOSED SESSION**

Closed Session Pursuant to WI Stat 19.85 (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (f) Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. **To discuss matters pertaining to public works/ utilities/ and streets.**

Motion by Moen, seconded by Johnson to go into closed session. Roll Call Vote Jelinek-Aye, Ruud-Aye, Moen-Aye, Koskovich-Aye, Johnson-Aye, Wehmhoefer-Aye, and Miller-Aye. 7-Ayes. Motion carried.

Motion to reconvene into open session by Moen, seconded by Ruud. 7-Ayes. Motion carried.

Motion by Miller, seconded by Moen to correct existing public works employment add to require a Class B CDL and to add a wage salary of \$20- \$25 based on experience. 7-Ayes. Motion carried.

ITEMS FOR NEXT AGENDA

- Community Service & Gordon Correctional Community Enhancement
- Police Proposal
- Crack Sealing

REGULAR BOARD MEETING
PAGE FIVE
AUGUST 7, 2023

NEXT REGULAR BOARD MEETING - September 7, 2023, at 5:00 p.m.

ADJOURN - Motion by Jelinek, seconded by Koskovich, to adjourn at 8:45p.m. 7-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG SPECIAL BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON AUGUST 30, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Wayne Miller called the special board meeting to order on Wednesday, August 30, 2023, at 5:00 p.m. By inspection, all members were present. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Carol Koskovich, Brenda Jelinek, Julie Ruud, Monica Moen, Randy Johnson and Keith Wehmhoefer.

ALSO, PRESENT

William Hallock

AGENDA

Motion by Koskovich, seconded by Johnson to approve the agenda. 7-Ayes. Motion carried.

REVIEW OF PUBLIC WORKS/STREETS APPLICATIONS FOR EMPLOYEMENT

Closed Session per WI Stat. 19.85 1(c). *Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.* To Consider Public Works/Streets Applicants for Employment.

Motion by Moen, seconded by Johnson to convene into closed session. Chairman Miller called for a roll call vote to convene into closed session. Johnson-Aye; Moen-Aye; Koskovich-Aye; Ruud-Aye; Jelinek-Aye; Wehmhoefer-Aye; Miller-Aye. All 7-Ayes. Motion carried. Closed session observed. There was no motion made to reconvene into open session.

ADJOURNED IN CLOSED SESSION - Motion by Wehmhoefer, seconded by Miller, to adjourn at 6:43 p.m. 7-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG SPECIAL BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON SEPTEMBER 6, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Wayne Miller called the special board meeting to order on Wednesday, September 6, 2023, at 5:00 p.m. By inspection, all members were present except Keith Wehmhoefer who was absent. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Carol Koskovich, Brenda Jelinek, Julie Ruud, Monica Moen, and Randy Johnson.

ALSO, PRESENT - William Hallock

AGENDA

Motion by Koskovich, seconded by Moen to approve the agenda. 6-Ayes. Motion carried.

PUBLIC WORKS

Closed Session per WI Stat. 19.85 1(c). *Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.* To Conduct Public Works/Streets Interviews for Employment. Motion by Moen, seconded by Johnson to convene into closed session. Chairman Miller called for a roll call vote to convene into closed session. Ruud-Aye; Jelinek-Aye; Koskovich-Aye; Moen-Aye; Johnson-Aye; Miller-Aye. All 6-Ayes. Motion carried. Closed session observed.

OPEN SESSION Motion by Moen, seconded by Miller to reconvene into open session. 6-Ayes. Motion carried.

ACTION FROM CLOSED SESSION

Motion by Miller, seconded by Koskovich to offer candidate 1 \$28.00/hr based on qualifications with a \$1.00 increase for obtaining the water operator certification and another \$1.00 increase for the wastewater certification. 6-Ayes. Motion carried. Motion by Jelinek, seconded by Moen to offer candidate 2 \$25.00/hr based on qualifications with a \$1.00 increase for obtaining the water operator certification and another \$1.00 increase for the wastewater certification. 6-Ayes. Motion carried. Motion by Miller, seconded by Moen to offer candidate 3 \$23.00 based on qualifications and the ability to reinstate the CDL requirement in 30 days, as well as \$1.00 increase for obtaining the water operator certification and another \$1.00 increase for the wastewater certification. 6-Ayes. Motion carried.

MEETING ADJOURNED - Motion by Koskovich, seconded by Jelinek, to adjourn at 7:47 p.m. 6-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON SEPTEMBER 7, 2023, AT 5:00 P.M.

CALL TO ORDER

Trustee Brend Jelinek called the regular board meeting to order on Thursday, September 7, 2023, at 5:00 pm. By inspection, all members were present except Keith Wehmhoefer who did not attend. Chairman Wayne Miller was delayed. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Trustees Brenda Jelinek, Julie Ruud, Monica Moen, Carol Koskovich, Randy Johnson.

ALSO, PRESENT

Jimmy Smith, Teresa Anderson, Bill Hallock, Marshal Savitski, Lucas Shepard, Kevin Hageman, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Koskovich, seconded by Moen, to approve the agenda. 5-Ayes. Motion carried.

PUBLIC COMMENT – Jimmy Smith asks the board about funds to the cemetery for mowing.

Chairman Miller arrived at 5:11 pm.

PUBLIC WORKS

MSA- Teresa Anderson – Well Report

Teresa Anderson presented the Well Report along with alternatives for repairs and replacement. Also, the timeline for possible funding options was presented.

Discuss/Act MSA Invoice R00533046.0-1 Wellhouse Condition Assessment

Motion by Moen and seconded by Koskovich to approve payment of Invoice R00533046.01-1 TO MSA for \$5,100.00 for the assessment/needs report as presented. 6-Ayes. Motion carried.

Blower Repair

Hallock informed the board that the blower motor that had been serviced in November of last year, was reinstalled and the seal that was leaking and replaced, began to leak again. The blower motor was uninstalled and sent back for repair again. The hope is that it will be covered as warranty work on the pervious repair.

CITIZEN REQUEST -PRIVACY FENCE FOR 511 MAIN

Board reviewed GSI photo of property of 511 Main, but no citizen was present to take action.

EVA JOHNSTON – WASHBURN COUNTY HOUSING AUTHORITY UPDATES

Johnston stated there is no update on the 515 subsequent loan yet. Full tenancy at Edgewater Apartments, but one eviction is pending. Currently there are 25 families on the waiting list for an apartment.

REGULAR BOARD MEETING
PAGE TWO
SEPTEMBER 7, 2023

VILLAGE BOARD REGUAL BUSINESS -DISCUSS/REVIEW/ACT

Approval of the Planning Minutes from 08.14.2023 Public Hearing and Meetings

Motion by Ruud, seconded by Moen, to approve the planning minutes from 8.14.23 Public Hearing and Minutes as presented. 6-Ayes. Motion carried.

Planning Commission Recommendation to Village Board

Conditional Use 620 Shell Creek Rd

Motion by Miller, seconded by Jelinek, to approve the Conditional Use for 620 Shell Creek Rd as presented. 6-Ayes. Motion carried.

Ordinance Section 22-23 Throwing or shooting of Arrows, Stones, and other Missiles Prohibited

Motion by Koskovich, seconded by Miller, to approve Ordinance Section 22-23 Throwing or shooting of Arrows, Stones, and other Missiles Prohibited as presented. 6-Ayes. Motion carried.

Minutes for Approval – 08/7/2023 Regular Board Meeting

Motion by Miller, seconded by Moen to approve the August 7, 2023, Regular Board Meeting as presented. 6-Ayes. Motion carried.

Minutes for Approval – 08/30/2023 Special Board Meeting

Motion by Moen, seconded by Johnson to approve the August 30, 2023, Special Board Meeting as presented. 6-Ayes. Motion carried.

August General/Water/Sewer Treasurer's Report & Voucher Approval

Motion by Ruud, seconded by Miller, to approve General/Water/Sewer Treasurer's Report for vouchers 32337-32398 and Vouchers V3960-V3982. 6-Ayes. Motion carried.

August Campground Treasurer's Report Approval

Motion by Miller, seconded by Ruud, to approve the Campground Treasurer's Report as presented. 6-Ayes. Motion carried. Total checking and money market balance \$29,777.82.

Community Service & Gordon Correctional

Board discussion was had about looking into the options that may be available to the Village. Further discussion will happen after some investigation of the programs is completed.

UPDATES

Landfill Committee – Miller said all repairs to the truck are complete and things are back to running smoothly. There are some issues for recycling pick-up. Discussion was held about non-resident prices increasing. The Transfer Station hours may change to give the attendant time to do prep before the dump opens and clean-up after it closes.

Fire and Ambulance – Report of the total fire and ambulance runs for the year up to August was presented to the board. One ambulance was out of service because of mechanical issues after a recent service appointment.

REGULAR BOARD MEETING**PAGE THREE****SEPTEMBER 7, 2023**

POLICE, HEALTH & LICENSES

Police Report – Chief Savitski updated the board and presented the police report. Total calls, 45. He also spoke about Minong Summer Days going well and having no incidents. Officer Lucas Shepard was involved with an arrest with the assistance of Bikers Against Predators. Motion by Ruud, seconded by Moen to accept the police report. 6-Ayes. Motion carried.

Police Chief Marshal Savitski announced his resignation as he was accepted for the Chief of Police position in the City of Hayward. Chief Savitski stated he had a great year here at the Village and knows that Lucas Shepard will be a great fit for the Chief of Police position at the Village.

Chairman Miller expressed his personal thanks to Marshal Savitski for bringing phenomenal improvements to the Village Police Department when he started. Both Savitski and Shepard have earned a great level of respect from the local community that has changed the perception of the village police department indelibly towards positive change for the future. Marshal will be greatly missed by everyone that has gotten to know him here in the village.

Expansion Proposal Village of Minong Police Department- Officer Shepard reported on the Village and Town of Minong meeting with both board chairman and clerks about a possible joint Police Department with a joint committee with equal representation from the Town of Minong and the Village of Minong. By consensus, the village board encouraged continued talks to proceed, but the Village plans to go forward with budgeting for a full department as a contingency if the agreement does not come to fruition. Officer Shepard and the Village Board are committed to providing police coverage to the village as in previous years.

313 1st Street Multi-Dog License – The resident did not show up for meeting to address this issue.

CLERK UPDATES AND CORRESPONDENCE

Clerk Lee handed out the budget timeline for review and included the new information for the additional shared revenue from the State of Wisconsin as part of the recent legislation that passed. Act 12. Clerk Lee also explained that due to Act 12 a review of the base value including personal property for TID 3 and 4 will need to be submitted to the Department of Revenue. Act 12, also has provisions to remove personal property from the tax rolls in place of a supplement given from the State of Wisconsin.

CLOSED SESSION

Closed Session Pursuant to WI Stat 19.85 (c)(f)(g) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. **To discuss applicants for public works/streets position. To discuss Campground Expansion Construction.**

Roll Call Vote to go into closed session Jelinek-Aye, Ruud-Aye, Moen-Aye, Koskovich-Aye, Johnson-Aye, and Miller-Aye. 6-Ayes. Motion carried.

**REGULAR BOARD MEETING
PAGE FOUR
SEPTEMBER 7, 2023**

Motion to reconvene into open session at 7:46 p.m. by Koskovich, seconded by Moen. 6-Ayes. Motion carried.

Motion by Moen, seconded by Miller to offer candidate #1 \$28 per hour based on experience and qualifications with a \$1 increase at completion of Waterworks Operator's Certification and \$1 increase at the completion of the Wastewater Certification. Based on qualifications candidate #2 and #3 will be offered \$25 per hour with a \$1 increase at completion of the Waterworks Operator's Certification and a \$1 increase at the completion of the Wastewater Certification. 6-Ayes. Motion carried.

Motion by Moen, seconded by Miller to contact the Village attorney and move forward with enacting the performance bond document #00 61 13 dated September 19, 2022. 6-Ayes. Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS ONLY - None
ITEMS FOR NEXT AGENDA**

Police Proposal, 2024 Budgets, and Eva Johnston, WCHA update

NEXT REGULAR BOARD MEETING – October 2, 2023, at 5:00 p.m.

ADJOURN - Motion by Koskovich, seconded by Moen, to adjourn at 7:57 p.m. 6-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG SPECIAL BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON SEPTEMBER 13, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Wayne Miller called the special board meeting to order on Wednesday, September 13, 2023, at 5:00 p.m. By inspection, all members were present except Keith Wehmhoefer with absence unexcused. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Carol Koskovich, Brenda Jelinek, Julie Ruud, Monica Moen, and Randy Johnson.

ALSO, PRESENT - Lucas Shepard

AGENDA

Motion by Moen, seconded by Koskovich to approve the agenda. 6-Ayes. Motion carried.

POLICE DEPARTMENT

Closed Session per WI Stat. 19.85 1(c). *Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.* Staffing/Promotion Village of Minong Police Department. This meeting was open to the public with the option of convening into closed session. No members of the public attended and therefore no motion was needed to convene into closed session.

Discussion was held with Officer Lucas Shepard about the Chief of Police position. Motion by Miller, seconded by Johnson to offer Officer Shepard the Chief of Police position at the current rate of pay, \$32.50 with a standard cost of living raise for 2024. 6-Ayes. Motion carried. Officer Shepard accepted. The Village Board is excited to have Lucas Shepard as the next Chief of Police. Officer Shepard expressed his commitment to the Minong community and is ready to take on the position.

MEETING ADJOURNED - Motion by Koskovich, seconded by Jelinek, to adjourn at 5:07 p.m. 6-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON OCTOBER 2, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Wayne Miller called the regular board meeting to order on Monday, October 2, 2023, at 5:00 p.m. By inspection, all members were present. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Wayne Miller, Brenda Jelinek, Julie Ruud, Monica Moen, Carol Koskovich, and Randy Johnson.

ALSO, PRESENT

Teresa Anderson, Bill Hallock, Lucas Shepard, Sue Conaway, Dan Rassbach, Duane Myers, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Moen, seconded by Koskovich, to approve the agenda. 6-Ayes. Motion carried.

PUBLIC COMMENT – none

PUBLIC WORKS

MSA- Teresa Anderson – Wellhouse follow up

Teresa Anderson presented the timetable for action on the Well repairs and replacement with funding options. Motion by Miller and seconded by Ruud to allow MSA to begin the “Intent to apply” which must be completed by 10/31/23 to keep the Village eligible for funding and estimated start for construction in 2025. 6-Ayes. Motion carried.

MSA - GSI Technical Service Agreement

Motion by Moen and seconded by Ruud to accept the contract for MSA Project Number R00533047 GSI technical service agreement for an estimate of \$3000. 6-Ayes. Motion carried.

KLM - Approve Water Tower Mixer Repair, Plus Labor

Motion by Miller and seconded by Moen to approve the KLM bid for \$12,650.00 for the water tower mixer repair plus the labor. 6-Ayes. Motion carried.

EVA JOHNSTON – WASHBURN COUNTY HOUSING AUTHORITY UPDATES – None

VILLAGE BOARD REGULAR BUSINESS -DISCUSS/REVIEW/ACT

Minutes for Approval – 09/6/2023 Special Board Meeting, 9/7/2023 Regular Board Meeting and 09/13/2023 Special Board Meeting

Motion by Moen, seconded by Jelinek, to approve the 09/6/2023 Special Board Meeting, 9/7/2023 Regular Board Meeting, and 09/13/2023 Special Board Meeting as presented. 6-Ayes. Motion carried.

REGULAR BOARD MEETING
PAGE TWO
OCTOBER 2, 2023

September General/Water/Sewer Treasurer's Report & Voucher Approval

Motion by Ruud, seconded by Moen, to approve General/Water/Sewer Treasurer's Report for vouchers 32399-32436 and Vouchers V3983-V4002. 6-Ayes. Motion carried.

September Campground Treasurer's Report Approval

Motion by Ruud, seconded by Moen, to approve the Campground Treasurer's Report as presented. 6-Ayes. Motion carried. Total checking and money market balance: \$30,226.20.

STH-77 Project Invoice No. 395-0000320676

Motion by Miller, seconded by Moen, to approve payment to WI DOT for State Highway-77 Project Invoice No. 395-0000320676 for \$14,627.99. 6-Ayes. Motion carried.

Dilapidated Housing

Chair Miller addressed the issues and recommended sending out notices to raise and remove dilapidated houses per the Village Ordinances. Motion by Jelinek, seconded by Koskovich, to approve sending out notices on the dilapidated houses to begin the process. 6-Ayes. Motion carried.

Ordinance/Permit-Wood products/Firewood

By consensus, the Board would like the DNR notified about the possible sponge moth issue from firewood hauling in the Village. Also, notify the owner receiving firewood of the Village ordinances and trucking routes for the Village.

UPDATES

Landfill Committee

Several proposals are being discussed and reviewed to help the Transfers Station run more efficiently and sustain into the future. Items include increased fees, new transfer station cards and procedures for property owners who do not have full-time residences in the Town of Minong.

Fire and Ambulance

An October meeting is set to review budgets, which will be brought back for the Village Board for approval.

POLICE, HEALTH & LICENSES

Police Report

Chief Shepard submitted the monthly police report. Motion by Moen, seconded by Koskovich to accept the police report as presented by Chief Shepard. 6-Ayes. Motion carried.

Proposal - Minong Police Department

Chief Shepard presented the latest version of the Village and Town of Minong agreement for review. Motion by Moen, seconded by Koskovich, to accept the current version of the agreement and recommended presenting it to the Town of Minong. 6-Ayes. Motion carried.

REGULAR BOARD MEETING
PAGE THREE
OCTOBER 2, 2023

CLERK UPDATES AND CORRESPONDENCE

Clerk Lee reviewed October's Scheduled Finance/Personnel Meeting and Budget Workshop. Clerks also updated the Board on the MTAW Conference that they attended with some upcoming changes from Act 12 and informed the board that she was the recipient of a full treasurer's scholarship for 2024.

CLOSED SESSION

Closed Session Pursuant to WI Stat 19.85 (c)(f)(g) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. **To discuss applicants for a vacant trustee position. To discuss Campground Expansion Construction.**

By consensus, the Board did not observe closed session.

Motion by Ruud, seconded by Moen, to move forward with the recommendations from the Village Attorney to send out the letters as directed by the Performance Bond dated September 19, 2022. 6-Ayes. Motion carried.

Motion by Miller, seconded by Ruud, to appoint Dan Rassbach to fill the vacant seat on the Village Board. 6-Ayes. Motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Chairman Miller warmly welcomed our new employee, Daune Myers, as our new Street Director. Everyone is very excited about having Duane Myers on board.

ITEMS FOR THE NEXT AGENDA

Business Signs (review ordinance), campground updates, well house updates, budgets

NEXT REGULAR BOARD MEETING – November 6, 2023, at 5:00 p.m.

ADJOURN - Motion by Jelinek, seconded by Koskovich, to adjourn at 6:04 p.m. 7-Ayes. Motion carried.

Village President

Clerk-Treasurer

**MINUTES OF THE VILLAGE OF MINONG SPECIAL BOARD MEETING AND 2024
BUDGET WORKSHOP**

HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859

ON OCTOBER 26TH, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Wayne Miller called the special board meeting to order on Thursday, October 26th, 2023, at 5:00 p.m. By inspection; all members were present except Randy Johnson with absence excused. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Carol Koskovich, Brenda Jelinek, Julie Ruud, Monica Moen, and Dan Rassbach.

ALSO, PRESENT - Bill Hallock, Duane Myers, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Koskovich, seconded by Moen to approve the agenda. 6-Ayes. Motion carried.

PUBLIC COMMENT – None

PERSONAL WAGE REVIEW AND DISCUSSION FOR 2024

Closed Session per WI Stat. 19.85 1(c). Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Closed Session

Roll call vote to convene into closed session at 5:03 p.m. Moen- Y, Rassbach-Y, Ruud-Y, Kosovich-Y, Jelinek-Y, Miller-Y.

Board to Reconvene into Open Session

Motion by Rassbach, seconded by Kosovich, to reconvene into open session at 6:24 p.m.

Possible Action From Closed Session

Motion by Miller, seconded by Ruud, to approve wage increases for 2024 as follows: Deputy Clerk/Treasurer will receive 2.7%, Director of Public Works will receive 2%, Director of Streets will receive 1%, and the Clerk Treasurer will receive 5%. 6-Ayes. Motion carried.

REVIEW AND APPROVE FIRE AND AMBULANCE 2024 PROPOSED BUDGETS

Motion by Ruud, seconded by Koskovich, to accept the Fire 2024 proposed budget for \$12,512.06 and the Ambulance 2024 proposed budget for \$7,017.45 as presented. Moen and Miller abstained from the vote as members of the ambulance service. 4-Ayes. Motion carried.

APPROVE THE FINANCE COMMITTEE MEETINGS MINUTES FROM 10/19/2023

Motion by Miller, seconded by Ruud, to approve the finance committee meeting minutes from 10/19/2023 as presented. 6-Ayes. Motion carried.

SPECIAL BOARD MEETING**PAGE TWO****OCTOBER 26, 2023**

DISCUSS/APPROVE THE FINANCE COMMITTEE RECOMMENDATIONS FROM 10/19/23

Recommendations for employee wages by the finance committee were considered and addressed in the closed session. and the board has addressed it after reconvening from the closed session earlier in the meeting. Action taken from closed session include wage increases for each employee. See page 1 for the motion by Miller, seconded by Ruud to approve wage increases for each employee.

Motion by Ruud, seconded by Moen, to approve the proposed employee handbook changes by adding the vacation policy amendment, compensatory time amendment, and overtime amendment as recommended by the finance committee and that these changes are effective as of 10/26/2023. 6-Ayes. Motion carried.

BOARD TO REVIEW THE PRELIMINARY 2024 CAMPGROUND BUDGET

Motion by Koskovich, seconded by Moen, to approve the 2024 campground budget as presented. 6-Ayes. Motion carried.

BOARD TO REVIEW THE PRELIMINARY 2024 GENERAL BUDGET REVENUES AND EXPENDITURES

Discussion proceeded by the board, and a few line items need a final number for 2024 expenses. The board will review and make final recommendations at the November 6th meeting when these numbers will be available.

SCHEDULE NEXT FINAL BUDGET WORKSHOP FOR THE 2024 GENERAL BUDGET

By consensus, the board feels it will be able to address this during the November 6th, 2023 board meeting.

SCHEDULE BUDGET WORKSHOP TO REVIEW AND APPROVE WATER/SEWER ENTERPRISE BUDGETS

By consensus, the decision was made to add setting the date to the November 6th meeting.

PUBLIC COMMENT – AGENDA ITEMS ONLY

Wayne Miller wanted to thank the board for all the hard work each member has done as it is not always easy to do what is right for the community. He stated that while not everyone shares the same views or opinions, everyone's opinion is valued, and each board member has done their part to have a positive impact for our community.

MEETING ADJOURNED - Motion by Jelinek, seconded by Koskovich, to adjourn at 7:40 p.m. 6-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON NOVEMBER 6, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Wayne Miller called the regular board meeting to order on Monday, November 6, 2023, at 5:00 p.m. By inspection, all members were present except for Randy Johnson, who was excused. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Wayne Miller, Brenda Jelinek, Julie Ruud, Monica Moen, Carol Koskovich, and Dan Rassbach.

ALSO, PRESENT

Teresa Anderson, Dan Sears, Eva Johnson, Bill Hallock, Lucas Shepard, Jeff Johnson, Sue Conaway, Duane Myers, Cheryl Myers, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Koskovich, seconded by Rassbach, to approve the agenda. 6-Ayes. Motion carried.

PUBLIC COMMENT – none

DAN SEARS – POPPLESHOOT TRAIL RACES 2024

Dan Sears requested to use the campground for the 2024 Popple Shoot Trail Races and to have the Village donate 2 RV sites and two tent sites for May 3 and May 4, 2024. Motion by Jelinek and seconded by Koskovich to donate the use of the campgrounds for setting up the Poppleshoot Trail Races for 2024 and donation of 2 RV sites and two tent sites for May 3 and May 4, 2024. 6-Ayes. Motion carried.

EVA JOHNSTON – WASHBURN COUNTY HOUSING AUTHORITY UPDATES

Eva Johnston informed the board that the Village of Minong Edgewood Apartments was not chosen for the 515 Subsequent Loan. Johnston will apply for a formal review and explanation of why the loan was not approved and move on to apply for funding opportunities in early 2024. There is a need for new front doors, and both roofs need replacement. Johnston is exploring other funding options because of the need to have the roofs replaced. Johnston will report back in December if there is an update on funding options.

PUBLIC WORKS

MSA- Teresa Anderson – Professional Services Agreement - Well #1 and Well #2

Teresa Anderson presented the professional agreement to the board. CDBG Applications now require an environmental review and approval prior to the project start date. Anderson suggested an interim loan that gets paid back when funding sources become available. The CDBG and environmental review are upfront costs that are not eligible for reimbursement by the program. The design and engineering are eligible project items to be funded by the Safe Water Drinking Loan.

REGULAR BOARD MEETING
PAGE TWO
NOVEMBER 6, 2023

Motion by Moen and seconded by Ruud to accept the professional service agreement from MSA # 00533048 for design and funding applications related to the replacement of the well house at Well #1 and associated upgrades at Well #2 as presented for \$198,250.00. Clerk Lee to work on interim financing options. 6-Ayes. Motion carried.

Electric Snow Blower and Extra Battery

The Board reviewed the one quote offered by Bill Hallock for the Toro electric snow blower. By consensus, the board wanted more specs and other options for the snow blower for the next meeting to review.

Well House 1 & 2 Electric Bids

The Board reviewed the two quotes presented for temporary repairs needed until the replacements can be made to the well houses. Motion by Ruud and seconded by Rassbach to accept proposal # 0513403 from Meyers Electric for \$12,520.00 for repairs to Well House #1 as soon as possible. 6-Ayes. Motion carried. Motion by Ruud and seconded by Rassbach to accept proposal # 0513404 from Meyers Electric for \$4,479.00 for repairs to Well House #2 to be completed as soon as possible. 6-Ayes. Motion carried.

Street/Public Works Update

Duane Myers updated the board. Plowing equipment and machinery are all set for the season. There has been some roadside mowing and tree trimming in selected areas to open up the roads to help during the winter season. Myers has also been doing needed machine and vehicle maintenance on existing equipment. Myers is hoping to get to areas of village roads to where standing water is an issue and get the gutters and curbs cleaned out before the winter freeze. Hallock informed the board that the road ratings have been completed for the State.

POLICE, HEALTH & LICENSES

Police Report

Chief Shepard submitted the monthly police report. Motion by Jelinek, seconded by Koskovich, to accept the police report as presented by Chief Shepard. 6-Ayes. Motion carried.

Joint Minong Police Department Agreement

Chief Shepard presented the final version of the Village and Town of Minong agreement for review. Motion by Miller, seconded by Moen, to accept the current version of the final joint police agreement between the Village of Minong and the Town of Minong with corrections. 6-Ayes. Motion carried.

Wavier of Health Insurance/Insurance Stipend

A brief discussion was held and by board consensus, this should be handled by the joint police board and the police chief.

Jeffrey Johnson – New Village of Minong Police Officer

Chief Shepard introduced Jeffrey Johnson as the new police officer. Shepard explained that Jeffrey comes with a lot of experience that will no doubt benefit the Village. Jeff stated that he looked forward to serving the Village of Minong community. The board gave him a warm welcome and is excited to have him as part of the police department.

**REGULAR BOARD MEETING
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VILLAGE BOARD REGULAR BUSINESS - Discuss/Review/Act

Minutes for Approval – 10/2/2023 Regular Board Meeting and 10/26/2023 Budget Workshop Meeting

Motion by Jelinek, seconded by Koskovich, to approve the 10/2/2023 Regular Board Meeting and 10/26/2023 Budget Workshop Meeting as presented. 6-Ayes. Motion carried.

October General/Water/Sewer Treasurer’s Report & Voucher Approval

Motion by Ruud, seconded by Moen, to approve General/Water/Sewer Treasurer’s Report for vouchers 32437-32493 and Vouchers V4003-V4026. 6-Ayes. Motion carried.

October Campground Treasurer’s Report Approval

Motion by Ruud, seconded by Moen, to approve the Campground Treasurer’s Report as presented. 6-Ayes. Motion carried. Total checking and money market balance: \$28,939.47.

Residency Requirements – Planning & Zoning Committees

Clerk Lee presented to the board information regarding citizen residency requirements for the Planning and Zoning Committees. By consensus, the board suggested that Clerk Lee work on advertising to residents outside the village limits who may want to serve.

Advertising/Sign Removal in the Village

After review and discussion by the board regarding the inactive businesses’ signage, Clerk Lee is to send out letters with the ordinance information and ask that the signs be covered or removed within thirty (30) days.

Landfill Committee

Miller updated the Board on the final budget numbers for the transfer station.

Fire and Ambulance

Monthly Run sheet totals were included in the meeting packets for board members to review.

Clerk Correspondence or Updates

Deputy Clerk Bouma provided an update on the campground expansion process with the attorney. Clerk Lee informed the board that the contractor will be receiving letters from the DNR for issues related to drainage, erosion regarding campsite grading and pond construction. Deputy Bouma has finished the supplemental local road improvement grant application which includes work for Main Street from Hilltop to 8th Ave and B St and Houston to Business 53 with a 2.5” overlay and 3” of gravel added to the base once it is pulverized for a total of \$270,000. We should know in January 2024 whether the Village will get 50/50 funding or 70/30 funding. Clerk Lee reviewed November's calendar, meetings and election training.

PRESCRIPTIVE EASEMENT REQUEST- VILLAGE PARCEL ID 29840

The Board reviewed the letter that was received and had a discussion. Motion by Moen and seconded by Rassbach that due to 30 years of caring for Village Parcel ID 29840, it would be offered to the adjacent landowner, who did the maintenance, for \$470 and \$30 recording fees. Miller and Jelinek abstained due to familial ties. 3-Ayes, 1- Nay. Motion carried. Clerk Lee to prepare and send paperwork to the adjacent landowner and start the process with Banana Abstract.

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**2024 GENERAL BUDGET REVIEW AND APPROVAL FOR BUDGET SUMMARY
PUBLICATION**

Closed Session - Closed Session Pursuant to WI Stat 19.85 (c)(f)(g) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. To discuss individual employee 2024 wage information. By consensus, the Board did not observe closed session.

Motion by Moen, seconded by Ruud, to approve the 2024 General Budget as presented. 6-Ayes. Motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY - Chairman Miller expressed that Duane Myers is doing an excellent job as the new Director of Streets.

ITEMS FOR THE NEXT AGENDA

Camper Ordinance

SCHEDULE SEWER AND WATER BUDGET WORKSHOP- November 16, 2023, at 5:00 p.m.

NEXT REGULAR BOARD MEETING

2024 Public Budget Hearing December 4, 2023, at 5:00 p.m. with the regular board meeting to immediately follow the public hearing.

ADJOURN - Motion by Jelinek, seconded by Koskovich, to adjourn at 6:36 p.m. 6-Ayes. Motion carried.

Village President

Clerk-Treasurer

**MINUTES OF THE VILLAGE OF MINONG WATER AND SEWER 2024 BUDGET
WORKSHOP**

HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859

ON NOVEMBER 16TH, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Wayne Miller called the special board meeting to order on Thursday, October 26th, 2023, at 5:00 p.m. By inspection, all members were present except Randy Johnson & Dan Rassbach, who were excused. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Carol Koskovich, Brenda Jelinek, Julie Ruud, and Monica Moen.

ALSO, PRESENT - Clerk-Treasurer Janel Lee and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Moen, seconded by Koskovich, to approve the agenda. 5-Ayes. Motion carried.

PUBLIC COMMENT – None

BOARD TO REVIEW THE PRELIMINARY 2024 WATER AND SEWER BUDGET REVENUES & EXPENDITURES

Clerk Lee reviewed the Water and Sewer Budgets with the Board. Motion by Rudd, seconded by Moen, to recommend that the water budget for \$173,838 and sewer budget for \$248,000 be brought to the December 4th Regular Board meeting for approval. 5-Ayes. Motion carried.

PUBLIC COMMENT – AGENDA ITEMS ONLY - none

MEETING ADJOURNED - Motion by Jelinek, seconded by Koskovich, to adjourn at 5:12 p.m. 5-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE PUBLIC HEARING- 2024 PROPOSED GENERAL FUND BUDGET
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON DECEMBER 4, 2023, AT 5:00 P.M.

CALL TO ORDER

Chairman Wayne Miller called the public hearing for the 2024 proposed general fund budget to order on Monday, December 4, 2023, at 5:00 pm. By inspection, all members were present. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Trustees Carol Koskovich, Monica Moen, Brenda Jelinek, Julie Ruud, Randy Johnson and Dan Rassbach.

ALSO, PRESENT

Duane Myers, Jeff Johnson, Jerry Smith, Susan Conaway, Scot Kelly, Cheryl Myers, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Koskovich, seconded by Rassbach, to approve the agenda. 7-Ayes. Motion carried.

2024 GENERAL BUDGET SUMMARY PROPERTY TAX LEVY \$399,055 (Total General Budget Revenue and Expenditures of \$759,013)

The 2023 Budget Summary was available to the public for comment.

PUBLIC COMMENT – Scot Kelly asked for clarification on the additional revenue the Village receives each year. Clerk Lee explained, that in addition to the levied tax amount, State aid is received in the form of transportation, personal property, computer and other minor aid contributions throughout the year.

ADJOURN - Motion by Jelinek, seconded by Koskovich, to adjourn at 5:05 p.m.. 7-Ayes. Motion carried.

Village President

Clerk-Treasurer

MINUTES OF THE VILLAGE OF MINONG REGULAR BOARD MEETING
HELD IN THE VILLAGE HALL LOCATED AT 123 5TH AVE MINONG, WI 54859
ON DECEMBER 4, 2023, AT 5:05 P.M.

CALL TO ORDER

Chairman Wayne Miller called the regular board meeting to order on Monday, December 4, 2023, at 5:05 p.m. By inspection, all members were present except. Therefore, a quorum does exist, and the meeting is properly noticed.

ROLL CALL

Board members present were Chairman Wayne Miller, Brenda Jelinek, Julie Ruud, Monica Moen, Carol Koskovich, Randy Johnson, and Dan Rassbach.

ALSO, PRESENT

Duane Myers, Cheryl Myers, Jeff Johnson, Jerry Smith, Clerk-Treasurer Janel Lee, and Deputy Clerk-Treasurer Debbie Bouma.

AGENDA

Motion by Rassbach, seconded by Moen, to approve the agenda. 7-Ayes. Motion carried.

PUBLIC COMMENT – None.

NORTHWOOD SCHOOL UPDATES – SUPERINTENDENT, SCOT KELLY

Senior Community Service Employment Program (SCSEP)

Scot Kelly gave his quarterly update on the changes at Northwood School. The school is looking to participate in the Senior Community Service Employment Program (SCSEP) is a community service and work-based job training program for older Americans. The program provides training for low-income, unemployed seniors that reside in Washburn County or Douglas County 55 years or older. Scot Kelly would like to work with local governments for this program. Clerk Lee was asked to post this information on Facebook and the Village website.

Updates – HSR Associates, School Facility Study

The Northwood School has a fund balance of three million dollars which helps cover expenses that would otherwise be covered by short-term borrowing. The fund balance is decreasing due to repairs to a thirty-year-old school building. The school reached out to the original design firm that designed the current school to do a facility study. A deferred items list was created with details on maintenance and upgrades for items such as back-up generators, lighting, mechanical components, boilers and more that will need to be upgraded or repaired over the next 5 to 10-year timeframe. Every year, the school spends \$150-\$200,000 on general repairs.

Community Focus Group

Scot Kelly stated that the Northwood School Board decided to reach out to recruit a member from each municipality to be part of a community focus group that will meet at minimum right now, three times between now and March of next year. The first meeting will be for the purpose of reviewing the facility study information, the second meeting will most likely be a tour of the school facility to look at some of the needed repairs. The third meeting will be a discussion about what the community will want and what the community will support going forward 5 to 15 years from now for some of the larger more expensive items that need attention. Trustee, Julie Ruud, volunteered to be a part of this focus group for the Village of Minong.

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Recent School Updates – Future Spending

Scot Kelly stated that the new daycare is going well with 35 kids so far, and enrollment is growing every month. The school just completed some recent projects from the ESSER Funding received from the State. A new HVAC system was installed, a new kitchen upgrade, lighting, ventilation, family consumer education room was upgraded, and a new school van was all paid for from ESSER grant funds. The school is also planning on spending \$208,000 out of their current fund balance for a new transformer, adding new bus garage lighting, and a Lean-To for the buses so that they are not fully exposed to the winter weather. The stage curtain is no longer fire retardant and needs replacing, and they will be updating the surveillance system around the school and replacing cameras that are no longer working.

VILLAGE BOARD REGULAR BUSINESS - Discuss/Review/Act**2024 General Fund Budget Summary Approval**

Motion by Ruud, seconded by Moen to approve the 2024 General Fund Budget Summary levy \$399,055 with revenues/expenditures of \$759,013. 7-Ayes. Motion carried.

2024 Water and Sewer Budgets for Approval

Motion by Rassbach, seconded by Jelinek to approve the 2024 Water and Sewer Budgets. 7-Ayes. Motion carried.

Minutes for Approval – 11/06/2023 Regular Board Meeting and the 11/16/2023 Water/Sewer Budget Workshop Meeting

Motion by Moen, seconded by Koskovich, to approve the 11/06/2023 Regular Board Meeting and 11/16/2023 Water/Sewer Budget Workshop Meeting as presented. 7-Ayes. Motion carried.

November General/Water/Sewer Treasurer's Report & Voucher Approval

Motion by Ruud, seconded by Moen, to approve General/Water/Sewer Treasurer's Report for vouchers 32494-32552 and Vouchers V4027-V4047. 7-Ayes. Motion carried.

November Campground Treasurer's Report Approval

Motion by Ruud, seconded by Moen, to approve the November Campground Treasurer's Report as presented. 7-Ayes. Motion carried. Total checking and money market balance: \$29,050.94.

2024-2025 ELECTION STAFF APPOINTMENTS

December 31, 2023, marks the end of the current term of Election Inspectors, and new appointments are required. Accordingly, at a meeting in December, not later than December 31, 2023, the municipal governing body must appoint Election Inspectors for a two-year term which begins January 1, 2024, and ends December 31, 2025. Wis. Stats. §§ 7.30(4)(a), 7.30(6).

Motion by Miller, seconded by Rassbach to approve the Chief Inspectors, Connie Visger, Wynn Podratz, Carol Koskovich, Brenda Jelinek, Susan Schrader, and Alicia Lee Hailey who have completed their training for the 2024-2025 election term. 7-Ayes. Motion carried.

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PUBLIC WORKS**Electric Snow Blower and Extra Battery**

The Board held a brief discussion on the electric snow blower. By consensus, the board agreed to have Duane research a gas-powered snow blower instead of an electric one due to cost and practical use. Duane to reach out to Chairman Miller when he has specifications and pricing for the gas-powered snow blower.

Street/Public Works Update

Duane Myers updated the board that he is continuing to do repair/maintenance on the existing equipment.

Compact Utility Tractor Quote – 2024 John Deer 3039R

The board reviewed the quote from Tractor Central in Cameron, Wisconsin for the 2024 John Deer 3039R with snow blower, heavy duty rotary broom, and mid mount side discharge mower. Total price, \$63,850.00 with trade in value for the old tractor of \$20,800.00. Clerk Lee prepared a list of internal and external financing options and presented that to the board. Motion by Moen, seconded by Johnson to approve the Tractor Central quote 30014890 for \$63,850 less trade value for a total price of \$43,050.00 and to pay for the balance from available reserves. 7-Ayes. Motion carried.

Further discussion was held by the board on having the new tractor meet multiple needs for the Village and selling unused equipment or machines including the Elgin Sweeper purchased for \$29K in 2008. It was purchased with 2600 hours already on the machine and has only 300 more hours of use by the Village over the past fifteen years. During this time, it has cost over \$4k to fix and needs another \$2k for a new pump. This does not include the cost of insuring the machine for the last 15 years of minimal use. The board discussed reducing costs by selling what is not needed.

POLICE, HEALTH & LICENSES**Police Report**

Officer Jeff Johnson submitted the monthly police report. Motion by Ruud, seconded by Jelinek, to accept the police report as presented. 7-Ayes. Motion carried. Jeff Johnson let the board know that everything is going well, and he is enjoying getting to know everyone.

Landfill Committee

Chairman Miller updated the board that the transfer station is not accepting scrap metal at this time due to volume and issues with consistent pick-up.

Fire and Ambulance

The monthly Run sheet totals were included in the meeting packets for board members to review.

Clerk Correspondence or Updates

Clerk Lee explained to the board that the money market reserve accounts, including fire and ambulance have now been entered into the Local Government Investment Pool (LGIP). This will significantly increase the amount of interest income based on the current interest rates. *Clerk Lee gave an update regarding the response from business owners about old signs that need to be covered or taken down. Clerk Lee has still yet to hear from a few business owners regarding their signs.

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Village Office Hours

Chairman Miller initiated a discussion with the board about many municipal offices going to ½ days on Friday or closing the office for the whole day. Board discussion held. Motion by Moen, seconded by Johnson to have the office open Monday through Thursday for 10 hours and closed on Friday during the winter months to begin at the next earliest convenience. 6-Ayes. 1-Nay. Motion carried.

Closed Session Pursuant to Wisconsin Statute 19.85 (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. **Sale of Village Property. (g)** Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. **To Discuss Campground Expansion Matter.** Motion by Miller, seconded by Moen to convene into closed session. All 7-Ayes. Motion carried.

Board to reconvene into open session with possible action taken on closed session. Motion by Miller, seconded by Rassbach to convene into open session. All 7-Ayes. Motion carried.

Sale of Village Property

Motion by Miller, seconded by Moen to return the payment received for the pending property sale to research the easement concerns with this parcel. The Village will follow the steps needed after clarification on the easement. 7-Ayes. Motion carried.

Campground Expansion Matter

Motion by Miller, seconded by Moen to have the Village attorney contact the attorneys for Meyer Electric to discuss the recent correspondence. 7-Ayes. Motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY – None.

ITEMS FOR THE NEXT AGENDA

The Board is to come up with a list of ordinances for the planning commission to review for recommendation and changes back to the Village Board. This item is to be placed on the February agenda.

NEXT REGULAR BOARD MEETING

January 4, 2024, at 5:00 p.m.

ADJOURN - Motion by Jelinek, seconded by Koskovich, to adjourn at 6:45 p.m. 7-Ayes. Motion carried.

Village President

Clerk-Treasurer