

**MINUTES OF THE SPECIAL BOARD MEETING  
MAY 20, 2019 AT THE MINONG TOWN HALL  
DISCUSSION AND/OR ACTION CAN BE TAKEN ON ALL AGENDA ITEMS**

NOTICE: IF SOMEONE WITH A DISABILITY REQUIRES THAT THE MEETING BE ACCESSIBLE OR THAT MATERIALS AT THE MEETING BE IN AN ACCESSIBLE FORMAT, CALL THE CLERK'S OFFICE AT LEAST 48 HOURS IN ADVANCE TO REQUEST ADEQUATE ACCOMMODATIONS.

**VERIFY LEGAL  
POSTING**

**NOTICE:** Clerk verified.

**CALL TO**

**ORDER:** Meeting was called to order by Harold Smith at 6 PM.

**ROLL CALL:** Jim Smith, Linda Featherly, Roger Wojt, Chuck Warner, Harold Smith, Susan Conaway, Clerk/Treasurer, Alicia Swearingen, Deputy Clerk/Treasurer

**APPROVE**

**AGENDA:** Motion by Featherly, 2<sup>nd</sup> by Warner to approve the agenda presented. All in favor. Motion Carried.

**NEW**

**BUSINESS:** **Short Term Rental Property Ordinance Amendment & Discussion-** Susan updated on questions the office had in regards to updating ordinance. Ordinance needs to be updated and approved before sending packets out. Clarification is needed on fees. Discussion followed. Late fee of \$100 during the month of July. Anytime after August 1<sup>st</sup> is an additional \$500, making the total \$600 after Aug. 1<sup>st</sup>. Go by postmark date, same as we handle taxes. Send follow-up letter by certified mail by August 15<sup>th</sup> if owners have still not contacted. Discussion on how to apply fees – office will research. Ordinance was amended during meeting.

Motion by Warner, 2<sup>nd</sup> by Featherly to approve amended Ordinance 2018-2. All in favor. Motion Carried.

**ADJOURN:** Motion by Featherly, 2<sup>nd</sup> by Wojt to adjourn. All in favor. Motion Carried.  
Meeting adjourned at 7:01 PM.

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Chairman

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Clerk/Treasurer