REGULAR MEETING

**September 7, 2023**

**Aurora, Minnesota**

***The Regular Meeting of the Town of White was called to order by Chairman Skelton at 5:00 P.M., on Thursday, September 7, 2023, at the City/Town Government Center.***

**ROLL CALL:**

Present: Supervisors-Skelton, Anttila, Kippley; Clerk-Knaus, Treasurer–Gross; Foreman-Niemi; Attorney – Kearney

Absent:

Also Present: Mike Skinner, Mike Lesar, Jesse Buhs

**1. APPROVAL OF CONSENT AGENDA**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY TO APPROVE THE CONSENT AGENDA WHICH INCLUDED TOWNSHIP BOARD MEETING MINUTES FROM AUGUST 3, 2023; ALL BILLS AND PAYROLL AS PRESENTED BELOW, COMMITTEE MINUTES AND REPORTS, AND CORRESPONDENCE TO BE FILED FOR AUGUST 2023. MOTION CARRIED**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check#** | **Vendor** | **Description** | **Total** |
| CC08-02-23 | Cardmember Service | Training & Supplies | $ 1,359.60 |
| D08-09-23 | Empower | Employee Deductions | $ 350.00 |
| DD08092301 | Payroll Period Ending 08/05/2023 | Regular Payroll Ending 8/05/23 | $ 1,838.72 |
| DD08092302 | Payroll Period Ending 08/05/2023 | Regular Payroll Ending 8/05/23 | $ 656.17 |
| DD08092303 | Payroll Period Ending 08/05/2023 | Regular Payroll Ending 8/05/23 | $ 1,396.70 |
| DD08092304 | Payroll Period Ending 08/05/2023 | Regular Payroll Ending 8/05/23 | $ 1,108.60 |
| DD08092305 | Payroll Period Ending 08/05/2023 | Regular Payroll Ending 8/05/23 | $ 2,613.99 |
| DD08092306 | Payroll Period Ending 08/05/2023 | Regular Payroll Ending 8/05/23 | $ 1,783.66 |
| DD08092307 | Payroll Period Ending 08/05/2023 | Regular Payroll Ending 8/05/23 | $ 1,853.90 |
| DD08092308 | Payroll Period Ending 08/05/2023 | Regular Payroll Ending 8/05/23 | $ 2,317.00 |
| DD08092309 | Payroll Period Ending 08/05/2023 | Regular Payroll Ending 8/05/23 | $ 2,105.27 |
| DD08092310 | Payroll Period Ending 08/05/2023 | Regular Payroll Ending 8/05/23 | $ 1,326.77 |
| DD08092311 | Payroll Period Ending 08/05/2023 | Regular Payroll Ending 8/05/23 | $ 1,167.88 |
| F08-09-23 | E.F.T.P.S. | Withholding Payroll Ending 8/5/23 | $ 6,215.45 |
| M08-09-23 | MN Department of Revenue | Withholding Payroll Ending 08/05/23 | $ 1,211.32 |
| P08-09-23 | P.E.R.A. | Payroll Deductions | $ 3,445.73 |
| 34800 | East Mesabi Sanitation | Refuse Collection July 2023 | $ 12,815.67 |
| 34801 | Zito Media | Fire Hall & PW Telephone & Internet | $ 409.82 |
| 34802 | Mesabi Bituminous Inc | Pineville Hot Mix | $ 2,046.80 |
| 34803 | Essentia Health | Fire Dept New Hire Testing | $ 1,376.00 |
| 34804 | Culligan | Seasonal Tank Exchange | $ 106.85 |
| 34805 | Iron Range Dog Training Club | Refund of Deposit | $ 100.00 |
| 34806 | The Sawmill Saloon & Restaurant | Catering for Camping Event | $ 590.00 |
| 34807 | Walker, Giroux & Hahne LLC | Annexation Payment Review | $ 400.00 |
| 34808 | CTC | Town Office Phone Aug 2023 | $ 224.20 |
| 34809 | Lake Country Power | Electric Service | $ 2,560.00 |
| 63276 | I.U.O.E. Local 49 | Union Dues August 2023 | $ 315.00 |
| ST08-16-23 | MN Dept of Revenue - Sales Tax | Sales Tax - July 23 | $ 1,590.00 |
| DD08172301 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 30.48 |
| DD08172302 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 14.71 |
| DD08172303 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 239.40 |
| DD08172304 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 192.10 |
| DD08172305 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 34.42 |
| DD08172306 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 152.68 |
| DD08172307 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 225.61 |
| DD08172308 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 172.39 |
| DD08172309 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 34.42 |
| DD08172310 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 172.39 |
| DD08172311 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 410.88 |
| DD08172312 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 132.97 |
| DD08172313 | Payroll Period Ending 06/29/2023 | FD June 2023 Payroll | $ 73.84 |
| FD08-17-23 | E.F.T.P.S. FD | Withholding Tax | $ 57.42 |
| D08-23-23 | Empower | Employee Deductions | $ 350.00 |
| DD08232301 | Payroll Period Ending 08/19/2023 | Regular Payroll Ending 08/19/23 | $ 1,823.62 |
| DD08232302 | Payroll Period Ending 08/19/2023 | Regular Payroll Ending 08/19/23 | $ 364.86 |
| DD08232303 | Payroll Period Ending 08/19/2023 | Regular Payroll Ending 08/19/23 | $ 1,377.70 |
| DD08232304 | Payroll Period Ending 08/19/2023 | Regular Payroll Ending 08/19/23 | $ 671.38 |
| DD08232305 | Payroll Period Ending 08/19/2023 | Regular Payroll Ending 08/19/23 | $ 2,885.19 |
| DD08232306 | Payroll Period Ending 08/19/2023 | Regular Payroll Ending 08/19/23 | $ 1,714.82 |
| DD08232307 | Payroll Period Ending 08/19/2023 | Regular Payroll Ending 08/19/23 | $ 1,714.10 |
| DD08232308 | Payroll Period Ending 08/19/2023 | Regular Payroll Ending 08/19/23 | $ 2,219.53 |
| DD08232309 | Payroll Period Ending 08/19/2023 | Regular Payroll Ending 08/19/23 | $ 1,979.38 |
| DD08232310 | Payroll Period Ending 08/19/2023 | Regular Payroll Ending 08/19/23 | $ 1,291.77 |
| DD08232311 | Payroll Period Ending 08/19/2023 | Regular Payroll Ending 08/19/23 | $ 807.57 |
| F08-23-23 | E.F.T.P.S. | Withholding Payroll Ending 8/19/23 | $ 5,748.64 |
| M08-23-23 | MN Department of Revenue | Withholding Payroll Ending 08/19/23 | $ 1,123.72 |
| P08-23-23 | P.E.R.A. | Payroll Deductions | $ 3,123.34 |
| 34810 | X101211993 | HCSP Reimbursement | $ 60.00 |
| 34811 | XZ6344990 | Health Care Savings | $ 140.87 |
| 34812 | XZ9322001 | Health Care Savings Reimbursement | $ 25.00 |
| 34813 | XZ99926001 | Health Care Savings Reimbursement | $ 2,632.76 |
| 34814 | Knaus, Jodi | Overtime Meal | $ 36.00 |
| 34815 | Amanda Gross | Overtime Meal | $ 36.00 |
| 34816 | Niemi, Clark | OT Meal | $ 36.00 |
| 34817 | Bryan Lehman | OT Meal | $ 36.00 |
| 34818 | Peterson, Wesley | Overtime Meal | $ 36.00 |
| 34819 | Hailey Lislegard | Clothing Allowance | $ 336.71 |
| 34820 | Polansky, Roxane | Travel Expense | $ 177.50 |
| 34821 | Central Pension Fund | Retirement Contributions Aug 23 | $ 3,456.00 |
| 34822 | Madison National Life Ins Co, Inc | Disability Ins | $ 365.56 |
| 34823 | Aurora, City of | Koivisto Water & Sewer Connection | $ 1,000.00 |
| 34824 | Aurora, City of | Air Compressor & Shred Contracts | $ 62.73 |
| 34825 | A1 Services, Inc. | Pumping Brine Tank | $ 306.55 |
| 34826 | Advantage Systems Group | Twin Lakes Service call | $ 180.00 |
| 34827 | Curtiss Anttila | Service Contract | $ 844.32 |
| 34828 | Commercial Refrigeration Systems | Ice Machine Repair | $ 461.50 |
| 34829 | Colosimo, Patchin, & Kearney, LTD | Legal Services | $ 465.00 |
| 34830 | Excel Business Systems | Service Contract | $ 249.55 |
| 34831 | Vault Health | FD New Hires Drug Screening | $ 183.48 |
| 34832 | Hoyt Lakes, City of | Ambulance Agreement | $ 800.00 |
| 34833 | Lawson Products | Black Paint | $ 214.81 |
| 34834 | League of MN Cities Insurance Trust | Annual Dues | $ 2,004.00 |
| 34835 | Linde Gas & Equipment Inc. | Welding Supplies/Services | $ 240.97 |
| 34836 | Mesabi Bituminous Inc | Loop 50A & Scenic Acres Hot Mix | $ 5,140.80 |
| 34837 | Mesabi Tribune | Subscription | $ 164.15 |
| 34838 | Minnesota Power | Electric Service | $ 237.45 |
| 34839 | Minnesota Power | Electric Service | $ 26.87 |
| 34840 | Minnesota Power | Electric Service | $ 204.47 |
| 34841 | Menard's-Virginia | Operating Supplies | $ 841.20 |
| 34842 | Station Automation, Inc. | PSTrax Software Subscription | $ 1,736.43 |
| 34843 | MN Fall Expo | Baland/Lehman Registration | $ 100.00 |
| 34844 | Northland Lawn & Sport | JD Mower Parts | $ 917.26 |
| 34845 | Benco Equipment | Crane & Lift Inspection | $ 1,785.00 |
| 34846 | PeopleService Inc. | W/WW Professional Services | $ 365.00 |
| 34847 | Portable John | Toilets Rental Sep 2023 | $ 707.70 |
| 34848 | Range Paper | Pavilion Supplies, Garbage Bags | $ 570.12 |
| 34849 | RTL Equipment | Sand screen | $ 540.87 |
| 34850 | I.U.O.E. Local 49 Fringe Benefits | OCT 2023 Group Insurance | $ 12,780.00 |
| 34851 | St. Louis County Auditor-PW | July 2023 Fuel | $ 4,995.82 |
| 34852 | Taconite Tire | Tractor Tire Repair | $ 603.43 |
| 34853 | Volunteer Firefighter's Benefit Ass | FF Insurance Policies | $ 32.00 |
| 34854 | VC3 | August Service Contract | $ 38.00 |
| 34855 | Acuity Specialty Products, Inc. | Supplies | $ 212.33 |
| 34856 | Hometown Focus | Health Fair Ad | $ 165.00 |
| 34857 | St. Louis County Auditor-PW | Wynne Ridge/Rocky Road 5% | $ 19,241.79 |
| 34858 | Town of White Petty Cash Fund | Postage | $ 61.65 |
| 34859 | East Range Times | Meeting Notices, Vacancy Ads | $ 745.20 |
| 34860 | Aurora Auto Value | Parts | $ 1,910.86 |
| 63277 | Colonial Life | August 23 Employee Deductions | $ 592.98 |
| 63278 | Minnesota Life Insurance Company | Employee/Employer Insurance | $ 170.20 |
| 63279 | MN NCPERS | Life Insurance Employee Paid | $ 48.00 |
| 63280 | Palo Volunteer Fire Department | Good Will Fund June 2023 | $ 65.00 |
| 63281 | I.U.O.E. Local 49 | Union Dues Sep 2023 | $ 315.00 |
| DD08312301 | Payroll Period Ending 08/31/2023 | Monthly Board Payroll Aug 2023 | $ 425.79 |
| DD08312302 | Payroll Period Ending 08/31/2023 | Monthly Board Payroll Aug 2023 | $ 150.23 |
| DD08312303 | Payroll Period Ending 08/31/2023 | Monthly Board Payroll Aug 2023 | $ 272.71 |
| DD08312304 | Payroll Period Ending 08/31/2023 | Monthly Board Payroll Aug 2023 | $ 279.01 |
| DD08312305 | Payroll Period Ending 08/31/2023 | Monthly Board Payroll Aug 2023 | $ 453.72 |
| F08-31-23 | E.F.T.P.S. Monthly | Employee Deductions | $ 175.50 |
| M08-31-23 | MN Department of Revenue Monthly | Employee Withholding | $ 46.03 |
| P08-31-23 | P.E.R.A. Monthly | Retirement Deductions | $ 204.52 |
|  |  | **TOTAL** | **$ 154,133.83** |

**2. THE TREASURER’S REPORT FOR THE MONTH OF AUGUST 2023, LISTED RECEIPTS IN THE AMOUNT OF $295,212.12:**

|  |  |
| --- | --- |
| 2024 Road Maint. Agreement w/ SLC  Disparity Reduction Aid  Garbage Bag Revenue  2nd ½ Taconite Production Tax  2023 MN DNR PILT  LLCC Rental Fees  TL Pavilion Rental Fees  Iron Range Tourism Bureau Donation  Essentia health NNO Sponsorship Donation  Hinsz Annual Easement Fee  Refuse Revenue  2nd Quarter Capital charges  Digital Inclusion Grant  Cemetery Revenue  Culvert Sales  Camping Under the Stars Registration Fees  Water Disconnect/Reconnect Fees  Sewer Connection Fee  Application Fees  Election Filing Fee | 85,000.00  114,191.00  4,508.00  74,535.00  3,061.66  345.00  650.00  250.00  500.00  400.00  827.33  2,350.82  4,000.00  400.00  1,436.40  500.00  1,200.00  1,000.00  25.00  2.00 |
| Interest Earned | 29.91 |
| **TOTAL** | **$295,212.12** |

**IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY TO ACCEPT THE TREASURER’S REPORT FOR THE MONTH OF AUGUST 2023 RECEIPTS AS READ. MOTION CARRIED**

**3. CITIZENS/GUESTS**: Jesse Buhs, Fire Chief of the Cloquet Fire District presented to the Board on the Special Taxing District they have set up for Fire & Ambulance Services for their service area. Pros of a taxing district are the costs are distributed to all using the service based on property value or another agreed upon rate. Cons are the taxing district makes you lose public safety aid and other avenues of revenue and the district will need administrative staff internally or will need to contract with the City/Town. All costs go to the District including leasing the property and buildings needed to operate. In the beginning, the district starts with no capital reserves. Legislation governs the Board makeup which must be all elected officials. Buhs suggested hring a financial consultant to determine needs and costs.

**4. UNFINISHED BUSINESS:**

4.1 Fire Department Updates:

* AFG Grant - We are working on getting two comparable quotes.
* **IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO SCHEDULE A SPECIAL MEETING WITH THE FIRE DEPARTMENT TO CONTINUE DISCUSSIONS ON THE STANDARD OPERATING PROCEDURES, BUDGET, AND FIVE YEAR PLAN ON MONDAY, OCTOBER 2, 2023 @ 5:30 P.M. MOTION CARRIED**
* **IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA APPROVING THE INVOICE TO PSTRAX.COM FOR FIRE DEPARTMENT SOFTWARE LICENSE IN THE AMOUNT OF $1,736.43. MOTION CARRIED**
* The VFA Grant denial letter was reviewed and will be placed on file.
* Public Works Storage Written Request

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO TABLE TO NEXT MONTH AND THINK ABOUT STORAGE OPTIONS. MOTION CARRIED**

4.2 Twin Lakes Property & Dock Discussion

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO TABLE TO NEXT MONTH. MOTION CARRIED**

4.3 Joint Water Project - The Board reviewed the SEH August Status Report. Project bid meeting was held today and one bid was received from Lakehead Construction over the Project Cost estimate. The Scenic Acres infrastructre will be taken over by the Township and legal title work needs to be completed to do this.

**IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY APPROVING THE TOWNSHIP TO TAKE OVER OWNERSHIP AND MAINTENANCE OF THE SCENIC ACRES WATER INFRASTRUCTURE CONTINGENT UPON THE PROJECT MOVING FORWARD WITH AN ACCEPTED BID AND SCENIC ACRES BEING CONNECTED TO A PUBLIC WATER SYSTEM. MOTION CARRIED**

4.4 Camping with the Stars After Event Discussion – The event went very well; we had a few technical difficulties with IT equipment but we worked around it. Those who attended loved it and said they will come back next year and spread the word. The food provided by the Sawmill was excellent and very reasonable priced. Thanks to all the volunteers who helped sponsor this event, including Kim Sampson and Beth Pierce from the Iron Range Tourism Bureau to help promote this event and for the monetary donation.

4.5 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO SCHEDULE A SPECIAL MEETING TO DISCUSS THE LOON LAKE COMMUNITY CENTER BUILDING USAGE, CARETAKER EXPECTATIONS, & FUTURE PROPERTY, BUILDING USE & UPGRADES, & STAFFING NEEDS FOR FACILITES & GROUNDS FOR TUESDAY, OCTOBER 3, 2023 @ 5:30 P.M. MOTION CARRIED**

4.6 Spring Flooding – Road Updates – Meetings with FEMA were held; documentation is being submitted for costs and damages.

4.7 General Maintenance Worker/Cleaner Back-up Intermittent Position – Position was advertised and one application was received.

**IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY TO TABLE THIS DISCUSSION TO SEE IF MORE APPLICATIONS ARE RECEIVED AND IT CAN BE DISCUSSED AT THE SPECIAL MEETING. MOTION CARRIED**

4.8 Information Technology Service Contractor Quotes – One application was received by Lynn Kopp Jr. which was reviewed.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE CONTRACT QUOTE FOR LYNN KOPP JR. TO PROVIDE IT SERVICES AS AN INDEPENDENT CONTRACTOR TO THE TOWN OF WHITE ON AN HOURLY BASIS AT $75.00/HOUR. MOTION CARRIED**

4.9 Twin Lakes Pavilion Repairs – The flooring in the bathrooms is chipping and there are some electrical repairs that need to be done. Discussions will continue as grant funding becomes available maybe there is a way to combine some of these projects. In the meantime, Public Works staff are working on the items as they can get to them.

4.10 Wynne Ridge/Rocky Road Bituminous Project - Invoice was reviewed.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO PAY THE ST. LOUIS COUNTY INVOICE IN THE AMOUNT OF $19,241.79. MOTION CARRIED**

4.11 LLCC Deed/Legal Update – No new updates.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO TABLE TO NEXT MONTH. MOTION CARRIED**

4.12 Digital Inclusion Committee & Grant – Grant reimbursement of $4,000.00 to Township was received. Project is complete.

4.13 Election Cycle – No new updates. Kearney will look into it.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO TABLE TO NEXT MONTH. MOTION CARRIED**

4.14 Wynne Ridge & Rock N Pines Broadband Infrastructure Project Update – Project is complete. Final reporting to IRRRB and closing of grant in progress.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA AUTHORIZING PAYMENT TO MEDIACOM ONCE THE GRANT FUDNING IS RECEIVED FROM IRRRB TO CLOSE OUT THE PROJECT AND GRANT. MOTION CARRIED**

4.15 Cemetery Columbarium Purchase – No new updates. It has been ordered.

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO TABLE TO NEXT MONTH. MOTION CARRIED**

4.16 Cemetery Land Title/Legal Description – No new updates.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO TABLE FOR ONE MORE MONTH. MOTION CARRIED**

**5. NEW BUSINESS:**

5.1 East Mesabi Sanitation Contract Proposal – was reviewed.

**IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY APPROVING THE PROPOSED FIVE YEAR CONTRACT WITH EAST MESABI SANITATION SERVICES EFFECTIVE NOVEMBER 1, 2023 THROUGH OCTOBER 31, 2028. MOTION CARRIED**

5.2 Resolution 2023-009 Adopting the Town of White Cafeteria Plan (no cost to Township; employee paid only through payroll deduction to Colonial Life)

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING RESOLUTION 2023-009 ADOPTING THE TOWN OF WHITE CAFETERIA PLAN. MOTION CARRIED**

5.3 Resolution 2023-010 Polling Places For 2024 Elections – No changes to polling places.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING RESOLUTION 2023-010 ESTABLISHING POLLING PLACES FOR 2024 TOWNSHIP ELECTIONS. MOTION CARRIED**

5.4 Resolution 2023-011 – Ballot Board

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING RESOLUTION 2023-011 ESTABLISHING ABSENTEE BALLOT BOARD FOR THE 2023 GENERAL ELECTION. MOTION CARRIED**

5.5 Resolution 23023-012 – Election Judges

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING RESOLUTION 2023-012 ESTABLISHING ELECTION JUDGES FOR THE 2023 GENERAL ELECTION ON NOVEMBER 7, 2023. MOTION CARRIED**

5.6 Tony Sixberry – Business Development Question for Town of White was discussed.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY THE TOWNSHIP BOARD IS NOT INTERESTED IN A CANNABIS MANUFACTURING FACILITY BUSINESS AT THIS TIME. MOTION CARRIED**

5.7 League of MN Cities Dues Invoice

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING THE LMC DUES INVOICE IN THE AMOUNT OF $2,004.00. MOTION CARRIED**

5.8 St. Louis County VOTER account allocation agreement – St. Louis County will keep the Township’s allocated amount of $156.69 and put it towards election costs & supplies provided to the Township. Otherwise, the Township could collect this amount and report how it is used annually.

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA APPROVING THE ST. LOUIS COUNTY AGREEMENT TO KEEP THE TOWNSHIP’S ALLOCATED AMOUNT OF $156.69 AND USE IT TOWARDS ELECTION SUPPLIES, TRAINING, AND COSTS. MOTION CARRIED**

5.9 Water Reconnection & Disconnection Fees Increase to align with Aurora rates effective 11/1/2023

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE WATER DISCONNECTION & RECONNECTION FEES EFFECTIVE 11/1/2023 AS PRESENTED. MOTION CARRIED**

5.10 Annual Meeting Preparation & Levy Discussion

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON ALLOCATE TEN (10) PERCENT OF THE GENERAL FUND LEVY TO THE FIRE DEPARTMENT AND TO ASK FOR UP TO A TEN (10) PERCENT INCREASE AT THE ANNUAL MEETING DUE TO THE COSTS OF THE GARBAGE CONTRACT AND INFLATION WITH THE AMOUNTS IDENTIFIED IN THE PRESENTATION. MOTION CARRIED**

5.11 December 7, 2023 Meeting Date – The monthly meeting in December conflicts with the MN Association of Townships Annual Conference.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA CHANGING THE DECEMBER 2023 MONTHLY TOWNSHIP BOARD MEETING TO TUESDAY, DECEMBER 12, 2023 @ 5:00 P.M. TO ALLOW FOR BOARD MEMBERS AND STAFF TO ATTEND THE MN ASSOCIATION OF TOWNSHIPS ANNUAL MEETING. MOTION CARRIED**

**6. REPORTS:**

Clerk’s Report

1.) Election season is here! Filing for Township Supervisor Seat B ended on August 15th. Jon Skelton has re-filed and is the only name on the ballot.

2.) If the Township Board of Supervisors want to increase the Board wages effective January 1, 2023 it must be done by motion prior to the General Election so at the November 2, 2023 meeting or earlier. I have been compiling area wages and will bring the data to the October meeting.

3.) The employee out on medical leave may return on September 11, 2023 if approved medically.

4.) The $400 easement payment for the Hinsz property access was paid.

5.) Office Staff met with FEMA on 9/6/23 for the April/May 2023 flooding damages to begin the process for reimbursement.

6.) Lots of legislative changes happened in 2023. Office staff continue to listen to webinars and read the massive amounts of emails on how to process these changes and implement the laws. For example, in addition to the Earned Safe and Sick Time Law (ESST), Paid Family Medical Leave (PFML), and Cannabis Laws there is also the Pregnant Workers Fairness Act that starting June 27, 2023 went into effect. The flyer of the Act is attached. This is one of many HR related laws being implemented.

7.) Curt Anttila has been attending the MN Housing Partnership meeting series representing the Township and has been working with me to prepare grant applications for the LRIP grant application and the MN DNR Outdoor Recreation Applications.

8.) On-going Projects & Pending Items not discussed:

* Franchise Fees for Power & Utilities (fiber)
* Road Documentation Filings with St. Louis County for all platted roads – Deputy Clerk Helander is working on these;
* Road Vacation Filings (Road 45/Lane 51) – Kearney working on currently;
* Facilities Capital Improvement Plan & Updated Strategic Plan – Knaus & Anttila will work on this;

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO FILE THE CLERK’S REPORT. MOTION CARRIED**

Foreman Niemi – Clearing pit has been on-going; shouldering on Trigstad road is almost complete; storm damage clean-up is on-going; we need to get a back-up generator – when the power is out like during this storm for almost 20 hours, we cannot open the large overhead doors to get our equipment out; the St. Louis Contract is a mess – they will not provide the salt/sand as indicated in the contract – we are now screening our own sand.

Supervisors:

Anttila – Everyone is doing a great job.

Kippley – culvert is failing on Lane 55 and needs to be addressed.

Skelton – Appreciates everyone’s effort.

**7. TRAINING REQUESTS & MEETING NOTICES**:

* MN Fire Chief’s Association Conference -

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA APPROVING SKINNER AND LESAR TO ATTEND THE MN FIRE CHIEF’S ASSOCIATION CONFERENCE WITH EXPENSES PAID. MOTION CARRIED**

**8. ANNOUNCEMENTS:** Next Regular Meeting: Thursday, October 5, 2023 5:00 P.M. @ City/Town Government Center; East Range Water Board Meeting: Wednesday, September 20, 2023 4:30 P.M. @ City/Town Government Center; ERJPB Meeting: Tuesday, September 26, 2023 9:00 AM @ City/Town Government Center; Continuation of Annual Township Meeting: Tuesday, September 12, 2023 6:00 P.M. Loon Lake Community Center; Special Meeting: Monday, October 2, 2023 5:30 P.M. @ City/Town Government Center; Special Meeting: Tuesday, October 3, 2023 5:30 P.M. @ City/Town Government Center; Meeting Date Change for December: Tuesday, December 12, 2023 5:00 P.M. @ City/Town Government Center;

**9. ADJOURNMENT**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO ADJOURN THE REGULAR MEETING AT 8:02 P.M. MOTION CARRIED**

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**Jodi L. Knaus, Clerk Jon Skelton, Chairman**