REGULAR MEETING

**February 2, 2017**

**Aurora, Minnesota**

***The Regular Meeting of the Town of White was called to order by Chairman Kippley at 5:00 P.M., on Wednesday, February 2, 2017, in the City/Town Government Center.***

**ROLL CALL:**

Present: Supervisors-Anttila, Kippley, Skelton; Clerk-Knaus; Treasurer-Shuck, Attorney-Kearney; Foreman-Hinsz, Sid Hinsz, Doris Saarberg, Betty Harsila, Patty Luke, Carol Moeller & Guest, Jacob Lagerquist, Ted Lagerquist

Absent:

Also Present:

1. **APPROVAL OF AGENDA**

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO APPROVE THE AGENDA. UNANIMOUSLY CARRIED**

1. **APPROVAL OF MINUTES OF THE REGULAR MEETING & REORGANIZATION MEETING ON JANUARY 4, 2017 AS PRESENTED.**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO APPROVE THE MINUTES OF THE REGULAR MEETING & REORGANIZATION MEETING ON JANUARY 4, 2017 AS PRESENTED. UNANIMOUSLY CARRIED**

**3. THE TREASURER’S REPORT FOR THE MONTH OF JANUARY 2017, LISTED RECEIPTS IN THE AMOUNT OF $47,454.39 AS READ BY TREASURER SHUCK:**

|  |  |
| --- | --- |
| St. Louis County Fire Contract  12/16 Tax Apportionment  Disaster Abatement (MN Rev) Scenic Acres  11/16 Election Reimb. (City of Aurora) | 18,000.00  9,018.91  8,819.45  3,042.84 |
| 4th Qtr Capital Charges (City of Aurora) | 2,696.01 |
| LLCC Rental  Driveway Culvert Installation Permit  Quarterly Tax Adjustment Refund  Driveway Permit Fee  Cemetery Revenue  Open Gym Membership  Twin Lakes Pavilion Rental  Sale of Garbage Bags  Interest Earned | 780.00  280.16  69.01  50.00  2,455.76  30.00  100.00  2,028.00  84.25 |
| **TOTAL** | **$ 47,454.39** |

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO ACCEPT THE TREASURER’S REPORT FOR THE MONTH OF JANUARY 2017 RECEIPTS AS READ. UNANIMOUSLY CARRIED**

**4. CITIZENS/GUESTS**:

* Jacob Lagerquist – Presented his idea for an Eagle Scout Project out at Twin Lakes Beach. The project he proposed was a storage shed for lifeguard equipment and supplies. The project would need to be completed before school starts. Details need to be determined for the building such as type of material, size, flooring, and set-back requirement for the lake. A special meeting will be scheduled in the future and Jacob will be invited to attend.
* Patty Luke – Requested her broken steel mailbox stand be fixed. She believes the snowplow damaged it recently. Foreman Hinsz denied the Town plow hit the mailbox and told the Board it was a Town employee who brought the broken mailbox stand to the Luke’s attention. A public works employee saw it laying on the side of the road covered in snow. The Public Works department has replaced mailboxes in the past.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING THE PUBLIC WORKS DEPARTMENT TO FIX THE MAILBOX STAND AS SOON AS WEATHER PERMITS. UNANIMOUSLY CARRIED**

**5. UNFINISHED BUSINESS:**

5.1 New Storage Facility at Public Works Location – Kippley attended a meeting out at the building site with a representative from Ameribuilt, John Jamnick, Foreman Hinsz, and Step-up Foreman Niemi. The issues with the building were discussed. The Public Works crew will slope the outside perimeter of the building to get rain water away from the building. A change order will be submitted to allow Ameribuilt to seal the concrete floor which will extend the life of the floor by ten years. The garage doors should be installed soon. Jamnick believes the building and floor are structurally sound and we shouldn’t have any problems.

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA APPROVING PAYMENT IN THE AMOUNT OF $83,357.60 TO AMERIBUILT. UNANIMOUSLY CARRIED**

5.2 Stefanich/Moeller Property Agreement – Carol Moeller stated the agreement looks acceptable to her, however she can’t speak for the others who couldn’t make the meeting. Matt Baudek will contact the Town for logging during break-up. The roadway will be fixed/moved this spring as weather permits.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO TABLE TO NEXT MONTH’S MEETING. UNANIMOUSLY CARRIED**

5.3 Twin Lakes Pavilion Discussion – Scott Sosola, Architectural Resources will do a facility walk-through of the Pavilion and get a recommendation to the Board regarding kithcen upgrade/remodel versus new building.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO TABLE TO NEXT MONTH’S MEETING. UNANIMOUSLY CARRIED**

5.4 Purchasing Policy – The Board reviewed the changes to the updated purchasing policy.

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING THE PURCHASING POLICY UPDATES. UNANIMOUSLY CARRIED**

5.5 Financial Procedures & Controls Policy – The Board reviewed this new policy.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE FINANCIAL PROCEDURES & CONTROLS POLICY. UNANIMOUSLY CARRIED**

5.6 Sexual Harassment Policy – The Board reviewed this new policy.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE SEXUAL HARASSMENT POLICY. UNANIMOUSLY CARRIED**

5.7 Equal Employment Opportunity/Affirmative Action Policy – The Board reviewed the new Equal Employment Opportunity/Affirmative Action Policy.

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON APPROVING THE EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION POLICY. UNANIMOUSLY CARRIED**

**6. NEW BUSINESS:**

6.1 EMS/Ambulance Resolution 2017-001 – Board reviewed the following resolution:

**A RESOLUTION ENSURING SUSTAINABLE AMBULANCE SERVICE FOR THE CITIZENS OF THE TOWN OF WHITE EMS PRIMARY SERVICE AREA**

**WHEREAS,** the Town of White is committed to ensuring the best possible Emergency Medical services to its citizens; and

**WHEREAS,** the members of the Town of White’s fire and ambulance services share in that common commitment and have given selflessly to the community in providing these needed services; and

**WHEREAS,** the education, professional skills, training, and equipment required to provide emergency response and ambulance services have significantly increased over the last 30 years; and

**WHEREAS,** traditionally, most rural Minnesota communities (including the communities of Hoyt Lakes, Aurora, Biwabik and the Town of White) have provided ambulance services in conjunction with their fire departments using committed volunteers; and

**WHEREAS,** the East Range communities have found it increasingly difficult to find, attract and retain the necessary volunteers needed to provide the required 24/7 staffing on a consistent and continuing basis; and

**WHEREAS,** an EMSRB Rural Ambulance Assessment conducted for the Cities of Biwabik and Hoyt Lakes in 2016 concluded and recommended:

* The service is seeing a decline in volunteerism and increasing requests for ambulance service volume.
* Schedule coverage is becoming increasingly difficult, and that current operational and staffing models may no longer be sustainable to ensure service is provided to the primary service area.
* The East Range faces some significant challenges in continuing as a volunteer ambulance service without significant changes.
* When examining both the Hoyt Lakes and Biwabik ambulance services, it seems from all perspectives worth examining and exploring the feasibility of combining both ambulance services into one; and

**WHEREAS,** the cities of Hoyt Lakes, Aurora, Town of White and Biwabik have shown a commitment to partner and share critical services for the benefit and protection of its citizens.

**NOW THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF SUPERVISORS OF THE TOWN OF WHITE,**  the Town of White shall cooperatively undertake the following actions to ensure that its residents and the residents of Aurora, Hoyt Lakes, and Biwabik continue to receive critical ambulance and emergency response services:

* Pursue, under the guidance of the Tri-City Ambulance Board, a business model that will consolidate the Hoyt Lakes and Biwabik Ambulance services to ensure continued and improved 24/7 services.
* A mutually identified project director, or any other potential resources, be engaged to ensure that the consolidation & modernization effort be completed on a timely schedule.
* The work to stabilize and improve ambulance services should engage Northern Pines/Essentia Health Medical Center, to determine how they might help in developing a long range sustainable plan.
* Such studies and recommendations shall fully respond to and support the reports prepared for Hoyt Lakes and Biwabik by the EMSRB.

**FURTHER, BE IT RESOLVED,** that a complete list of recommendations, actions and agreements developed through the Tri-City Ambulance Board be brought to the Town of White Board of Supervisors for review and adoption; and

**FURTHER, BE IT RESOLVED,** that all needed actions to implement a consolidated business model be completed during 2017 with complete implementation no later than September, 2018

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING RESOLUTION 2017-001. UNANIMOUSLY CARRIED**

6.2 Matthew Montain Request – The Board reviewed the request for Road 44 and determined they need more information on the history and records on file for Road 44.

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO TABLE TO NEXT MONTH’S MEETING. UNANIMOUSLY CARRIED**

6.3 Commercial Refuse Collection – Sales Tax & Billing was discussed for refuse collection. The Town needs to bill directly the commercial refuse customers, not the City of Aurora because we pay the sales tax for the collection. In the past, erroneously East Mesabi Sanitation was billing Aurora for this collection. Knaus distributed the collection rates recommended by East Mesabi Sanitation owner Al Mugge. The Town would take over billing effective December 1, 2016.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY EFFECTIVE DECEMBER 1, 2016 THE NEW BILLING SOURCE FOR COMMERICAL REFUSE COLLECTION WILL BE THE TOWN OF WHITE AND THE COLLECTION RATES AS PRESENTED WILL BE EFFECTIVE FOR REFUSE COLLECTION. UNANIMOUSLY CARRIED**

6.4 2017 St. Louis County Crushing & Striping Programs – The documentation was reviewed. The Town needs to find out if any other local governments plan on crushing this year. In the past going together has saved money. In 2013, the Town paid $125,572.46 for five years of supply.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO TABLE TO NEXT MONTH’S MEETING. UNANIMOUSLY CARRIED**

**7. MINUTES:**

7.1 East Range Sportsman’s & Conservation Club December 2016 minutes and treasurer’s report were reviewed;

7.2 ERJPB December 2016 minutes were reviewed

7.3 East Range CAP November 2016 minutes were reviewed

7.4 SLCAT December 2016 minutes were reviewed

7.5 4th Quarter Ambulance report was reviewed

7.6 RAMS December 2016 & Annual Meeting minutes were reviewed

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON TO FILE ALL MINUTES. UNANIMOUSLY CARRIED**

**8. REPORTS:**

Clerk Knaus

1.) Quarterly Reports were filed

2.) W-2’s & W-3’s were submitted to IRS online and distributed to employees by deadline of 1/31/17.

3.) Audit will take place week of March 27, 2017

4.) PAS Program Follow-up meeting is still pending hearing back from City of Aurora with possible dates/times they can meet

5.) Next Joint Water Committee Meeting is scheduled for Thursday, February 9, 2017 at 9:00 a.m. – met in January and the City of Hoyt Lakes has backed out of the project for now. Focus is to now merge Aurora, Town of White, and Biwabik.

6.) Polymet has confirmed they will be the guest speaker at the April 26th monthly SLCAT meeting the Township is hosting at the LLCC.

7.) No updates regarding 2018 Tandem Truck

8.) 2016 final reporting and 2017 budget is ready for next week’s board of audit meeting

9.) Board should schedule a Special Meeting to discuss staffing – retirement coming in Spring (March 31st ldw) – not official yet

10.) Lobby Day in St. Paul will be either March 28 or April 4th – SLCAT will pay for bus. One day trip.

11.) Two guest speakers scheduled for March meeting to date: Iron Range Tourism Bureau and Brian Larson, State Department of Transportation re: Highway 135

12.) Attended CAP meeting 1/12/17

13.) Emma and I attended the MCFOA training in Biwabik on 1/13/17. Topics included Pay Equity Compliance. It was nice to network with fellow clerks and discuss things.

14.) Emma and I attended the SLCAT meeting on 1/25/17.

15.) Wilson-McShane (insurance benefit provider) will be in the office on Monday, February 6th conducting an audit of our files.

**Supervisor Updates not previously discussed:**

Anttila

The Public Works crew has done a fantastic job building the slides, preparing the parking lots, and getting ready for Laskiainen.

Kippley

Updated Board on Joint Water District Committee meetings and the progress of the new building at the East Range Sportsmen’s Club.

**9. CORRESPONDENCE:**

1. Local #49 Insurance Premium Increase to $1,170 per month effective 3/1/17

2. Aurora Chamber of Commerce Letter

3. Annual Land Stewardship Project Notice

4. MN Power Notice of and Order for Hearing – Rate Review 1/24/17

5. Cummins Sales & Service Memo 1/23/17

6. RAMS Hosting Secretary of State Steve Simon – February 6, 2017

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING KNAUS TO ATTEND THIS MEETING IN MT. IRON ON 2/6/17 WITH PAID EXPENSES. UNANIMOUSLY CARRIED**

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON TO FILE ALL CORRESPONDENCE RECEIVED. UNANIMOUSLY CARRIED**

**10. TRAINING REQUESTS**:

* Knaus – Annual MCFOA Conference – March 14-17, 2017, Welch, MN $240 plus expenses

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING KNAUS TO ATTEND THE ANNUAL MCFOA CONFERENCE IN WELCH, MN AT A COST OF $240 PLUS TRAVEL EXPENSES. UNANIMOUSLY CARRIED**

* Robillard – MN Rural Water Assoc. Conference (Certification) – March 7-9, 2017, St. Cloud, MN $280 plus expenses

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING ROBILLARD TO ATTEND THE MN RURAL WATER ASSOC. CONFERENCE IN ST. CLOUD AT A COST OF $280 PLUS TRAVEL EXPENSES. UNANIMOUSLY CARRIED**

**11. APPROVAL OF BILLS AND PAYROLL FOR THE MONTH OF JANUARY 2017**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check #** | **Vendor** | **Description** | **Total** |
| CC01-03-17 | Cardmember Service | Supplies, Hotel | $ 564.19 |
| 61604 | Payroll Period Ending 12/31/2016 |  | $ 598.15 |
| 61605 | Payroll Period Ending 12/31/2016 |  | $ 1,210.59 |
| 61606 | Payroll Period Ending 12/31/2016 |  | $ 1,952.68 |
| 61607 | Payroll Period Ending 12/31/2016 |  | $ 1,618.54 |
| 61608 | Payroll Period Ending 12/31/2016 |  | $ 1,963.41 |
| 61609 | Payroll Period Ending 12/31/2016 |  | $ 1,497.46 |
| 61610 | Payroll Period Ending 12/31/2016 |  | $ 2,011.50 |
| 61611 | Payroll Period Ending 12/31/2016 |  | $ 863.86 |
| 61612 | Payroll Period Ending 12/31/2016 |  | $ 1,053.71 |
| D01-05-07 | Empower | Deferred Comp & Roth Emp Ded | $ 1,105.00 |
| F01-05-17 | E.F.T.P.S. | Employee Withholding | $ 4,890.79 |
| G01-05-17 | Minnesota Revenue - Wage Garn | Wage Garnishment | $ 292.47 |
| M01-05-17 | MN Department of Revenue | Employee Withholding | $ 806.50 |
| P01-05-17 | P.E.R.A. | Retirement Deductions | $ 2,777.84 |
| 30201 | Aurora Chamber of Commerce | 2017 Dues | $ 75.00 |
| 30202 | Aurora, City of | Fire Fighting Contract | $ 500.00 |
| 30203 | MCFOA Region II-Britt See-Benes | Training | $ 30.00 |
| 30204 | Range Association of Municipalities | 2017 Dues | $ 400.00 |
| 30205 | Tomahawk Ford | Refuse Collection DEC 2016 | $ 10,453.23 |
| 30207 | Northern State Bank | Safety Deposit Box Rental Fee | $ 23.00 |
| ST011017 | MN Dept of Revenue - Sales Tax | DEC 2016 Sales Tax Payment | $ 1,160.00 |
| VOL01-17 | Kansas State Bank | Jan 2017 Loader Payment | $ 2,581.45 |
| 61616 | Payroll Period Ending 01/14/2017 |  | $ 616.42 |
| 61617 | Payroll Period Ending 01/14/2017 |  | $ 1,241.38 |
| 61618 | Payroll Period Ending 01/14/2017 |  | $ 1,880.05 |
| 61619 | Payroll Period Ending 01/14/2017 |  | $ 1,866.20 |
| 61620 | Payroll Period Ending 01/14/2017 |  | $ 1,832.42 |
| 61621 | Payroll Period Ending 01/14/2017 |  | $ 1,537.83 |
| 61622 | Payroll Period Ending 01/14/2017 |  | $ 1,757.64 |
| 61623 | Payroll Period Ending 01/14/2017 |  | $ 904.93 |
| 61624 | Payroll Period Ending 01/14/2017 |  | $ 1,091.59 |
| D01-18-17 | Empower | Deferred Comp & Roth Emp Ded | $ 1,105.00 |
| F01-18-17 | E.F.T.P.S. | Employee Withholding | $ 4,889.39 |
| G01-18-17 | Minnesota Revenue - Wage Garn | Wage Garnishment | $ 276.44 |
| HC011817 | Empower | HCSP Cont 2016 Unused Funds | $ 25,419.49 |
| HCS011817 | Empower | HCSP Cont 2016 Unused Funds | $ 2,844.64 |
| M01-18-17 | MN Department of Revenue | Employee Withholding | $ 805.45 |
| P01-18-17 | P.E.R.A. | Retirement Deductions | $ 2,787.52 |
| 30208 | JPJ Engineering, Inc. | Inv #10 Gard - Sketches | $ 712.50 |
| 30209 | XZ8966930 | HCSP Reimbursement | $ 384.87 |
| 30210 | XZ2234345 | HCSP Reimbursement | $ 571.75 |
| 30211 | XZ6344990 | HSCP Reimbursement | $ 68.12 |
| 30212 | XZ2179747 | HCSP Reimbursement | $ 51.39 |
| 30213 | XZ6272397 | HCSP Reimbursement | $ 1,213.22 |
| 30214 | XZ6197217 | HSCP Reimbursement | $ 226.51 |
| 30215 | Fondie, Lance | Clothing Allowance | $ 400.00 |
| 30216 | Hinsz, Greg | Clothing Allowance | $ 400.00 |
| 30217 | Niemi, Clark | Clothing Allowance | $ 400.00 |
| 30218 | Nori, Gary | Uniform Allowance | $ 400.00 |
| 30219 | Peterson, Wesley | Uniform Allowance | $ 400.00 |
| 30220 | Robillard, William | Uniform Allowance | $ 400.00 |
| 30221 | Biss Lock, Inc. | Door Lock Cylinders | $ 580.00 |
| 30222 | Bradach Lumber | Garbage Cans, Ice Melt, Cleaners | $ 242.89 |
| 30223 | Central Pension Fund | Central Pension Fund | $ 3,360.00 |
| 30224 | Como Oil & Propane | LLCC Propane | $ 3,097.98 |
| 30225 | East Range Fire Dept. Coalition | 2017 Dues | $ 50.00 |
| 30226 | Essentia Health | DOT Testing | $ 25.00 |
| 30227 | Excel Business Systems | Copier Contract | $ 121.17 |
| 30228 | Frontier | Telephone & Internet Service | $ 665.23 |
| 30229 | Hoyt Lakes, City of | Ambulance Agreement | $ 350.00 |
| 30230 | L & M Supply, Inc. | Mailbox Supplies | $ 155.50 |
| 30231 | Lake Country Power | Electric Service | $ 3,037.00 |
| 30232 | M-R Sign Co., Inc. | LLCC Sign Stands | $ 2,049.00 |
| 30233 | Madison National Life Ins Co, Inc | LTD/STD Feb 2017 | $ 373.09 |
| 30234 | Minnesota Power | Electric Service | $ 275.75 |
| 30235 | Nuss Truck & Equipment | Parts Truck #6 Mack Truck | $ 211.71 |
| 30236 | Pace Analytical Services, Inc. | Water Testing Services 171275168 | $ 53.50 |
| 30237 | Range Office Supply | Calculator, Supplies | $ 79.85 |
| 30238 | Range Paper | LLCC floor supplies | $ 252.29 |
| 30239 | Roto-Rooter Sewer Drain Service | Drain Service - LLCC | $ 140.00 |
| 30240 | St. Louis County Auditor | Election Judge Training | $ 389.10 |
| 30241 | St. Louis County Public Works Dept. | Dec 2016 Fuel Usage payment | $ 7,171.08 |
| 30242 | St. Louis County Assoc. of Township | MAT Annual Dues, SLCAT Dues | $ 1,169.24 |
| 30243 | Skubic Bros. International | Equipment Parts Truck 8 | $ 83.69 |
| 30244 | Town of White Petty Cash Fund | Postage | $ 47.00 |
| 30245 | EOC/TriMark | Safety Supplies | $ 269.30 |
| 30246 | United Truck Body Co. Inc. | Boss Plow Motor | $ 106.80 |
| 30247 | Verizon | Cell Phone | $ 29.72 |
| 30248 | Vivid Design | Envelopes | $ 423.00 |
| 30249 | Acuity Specialty Products, Inc. | Operating Supplies | $ 382.48 |
| 30250 | Carquest Aurora | Windshield Fluid, Oil, Parts | $ 156.69 |
| 30251 | Mt. Iron Carquest | Battery Booster Pack | $ 159.99 |
| 30252 | Colosimo, Patchin, & Kearney, LTD | Legal Retainer | $ 415.00 |
| 30253 | Inter City Oil Co., Inc. | Motor Oil | $ 1,386.31 |
| 30254 | Minnesota Benefit Association | Town Board Life Ins | $ 1,605.00 |
| 30255 | Aurora, City of | Jones Assessment | $ 13.82 |
| 30257 | APG Media of MN | Jan Mtg Notice | $ 69.60 |
| 30258 | East Range Shopper | Advertising | $ 173.57 |
| 30259 | I.U.O.E. Local 49 Fringe Benefits | Health Insurance - Mar 17 | $ 10,530.00 |
| 30260 | Skubic Bros. International | Switch | $ 58.49 |
| 30261 | Northern Engine & Supply, Inc. | Plow Hoses & Fittings | $ 40.58 |
| 30262 | Gary Manninga | Beaver Trapping | $ 100.00 |
| 30263 | Praxair Distribution Inc | Cylinder Rental Inv 76058088 | $ 120.98 |
| 61625 | Payroll Period Ending 01/31/2017 |  | $ 286.07 |
| 61626 | Payroll Period Ending 01/31/2017 |  | $ 467.75 |
| 61627 | Payroll Period Ending 01/31/2017 |  | $ 193.16 |
| 61628 | Payroll Period Ending 01/31/2017 |  | $ 64.38 |
| 61629 | Payroll Period Ending 01/31/2017 |  | $ 257.26 |
| 61639 | Colonial Life | Jan 2017 Employee Deductions | $ 391.32 |
| 61640 | I.U.O.E. Local 49 | Union Dues Deductions | $ 306.00 |
| 61641 | Minnesota Life Ins Company | Life Insurance - Feb 17 | $ 143.10 |
| 61642 | MN NCPERS | Employee Deductions | $ 32.00 |
| F01-31-17 | E.F.T.P.S. Monthly | Employee Withholding | $ 89.51 |
| M01-31-17 | MN Dept of Revenue Monthly | Employee Withholding | $ 6.26 |
| P01-31-17 | P.E.R.A. Monthly | Retirement Deductions | $ 152.02 |
|  |  | **TOTAL** | **$ 137,324.35** |

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO APPROVE ALL BILLS AND PAYROLL FOR THE MONTH OF JANUARY 2017 IN THE AMOUNT OF $137,324.35 AS PRESENTED. UNANIMOUSLY CARRIED**

**12. ANNOUNCEMENTS: Next Regular Meeting: Thursday, March 2, 2017 at 5:00 p.m. City/Town Government Center; Board of Audit: Wednesday, February 8, 2017 at 5:00 p.m. City/Town Government Center; Annual Meeting: March 14, 2017 at 6:00 p.m. Loon Lake Community Center**

**13. ADJOURNMENT:**

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA TO ADJOURN THE MEETING AT 6:47 P.M. UNANIMOUSLY CARRIED**

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**Jodi L. Knaus, Clerk Edward Kippley, Chairman**