REGULAR MEETING

**November 10, 2016**

**Aurora, Minnesota**

***The Regular Meeting of the Town of White was called to order by Chairman Kippley at 5:00 P.M., on Thursday, November 10, 2016, in the City/Town Government Center.***

**ROLL CALL:**

Present: Supervisors-Anttila, Kippley, Skelton; Clerk-Knaus; Treasurer-Shuck; Attorney-Kearney; Step-Up Foreman - Niemi

 Absent:

Also Present: John Jamnick, Matt Baudek, Syd Hinsz, Carol Moeller, Janice Stefanich, Craig Wainio

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 ON OCTOBER 6, 2016 AS PRESENTED.**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO APPROVE THE MINUTES OF THE REGULAR MEETING ON OCTOBER 6, 2016 AS PRESENTED. UNANIMOUSLY CARRIED**

**3. THE TREASURER’S REPORT FOR THE MONTH OF OCTOBER 2016, LISTED RECEIPTS IN THE AMOUNT OF $17,799.64 AS READ BY TREASURER SHUCK:**

|  |  |
| --- | --- |
| W/WW Capital Charges (Aurora)Ag Value Market CreditSale of Garbage BagsSnowplowing | 2,696.661,406.331,398.009,900.00 |
| Cemetery Revenue | 700.00 |
| LLCC RentalLeague of MN cities Claim (Water Pump)US Treasury (Qtrly report Adj. Refund)Mineral Lease Excess Rev. (St. Louis County)Interest Earned | 150.001,404.0044.292.0198.35 |
| **TOTAL** | **$ 17,799.64** |

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO ACCEPT THE TREASURER’S REPORT FOR THE MONTH OF OCTOBER 2016 RECEIPTS AS READ. UNANIMOUSLY CARRIED**

**4. CITIZENS/GUESTS**: None

**5. UNFINISHED BUSINESS:**

5.1 Stefanich Property Discussion – Kearney opened with background. Kippley stated Town is looking for permanent access to the Township’s property. Kearney indicated an easement would stay with the sale of property if sold in the future by the family. Stefanich family is looking for fencing, trees, and a payment of $5,000.00. The Town already spent money on an appraisal and a survey. Skelton stated he has concerns about the additional cost to the Town if a new access road were to be built plus the terms the Stefanich family is requesting. The Board would like a 66 foot road. Dialog continued about the width of the road and terms each party was requesting. Kippley thought there would be an exchange with no additional costs to the Town.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO HAVE CHAIRMAN KIPPLEY MEET WITH THE STEFANICH FAMILY AND NEGOTIATE TERMS TO FINALIZE AN AGREEMENT WITH TERMS OF EXCHANGING LAND, NO FENCE, NO TREES. MOTION WITHDRAWN. IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING CHAIRMAN KIPPLEY TO MEET WITH THE STEFANICH FAMILY AND NEGOTIATE TERMS OF PURSUING A ROAD ON THE NORTHERN EDGE OF THE PROPERTY FINALIZING TERMS OF ROAD WIDTH, FENCING, COMPENSATION, ACCESS, GATING, AND BRINGING FORWARD AGREEMENT TO DECEMBER MEETING. UNANIMOUSLY CARRIED**

5.2 New Storage Facility at Public Works Location – Jamnick updated Board slab would be poured next week. Board has concerns about timelines. Knaus indicated final contract letter from Ameribuilt had not been received. Niemi was requested by Ameribuilt to work on Friday, November 11, 2016 which is a holiday. The Town has assisted with the digging and used Township equipment previously on this project. There has only been one compnay representative coming to the job site. Anttila requested blankets for the slab. Jamnick will have concrete tested. Jamnick will contact Ameribuilt and discuss concerns about the project.

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA AUTHORIZING CLARK NIEMI TO WORK FRIDAY, NOVEMBER 11, 2016, A PAID HOLIDAY AT A MINIMUM OF FOUR HOURS WITH TOTAL COST OF COMPENSATION TO BE REIMBURSED BY AMERIBUILT. UNANIMOUSLY CARRIED**

5.3 Gardendale & Twin Lakes Loop Road Project Update, Pay Estimate #4 to JPJ Engineering, and Partial Pay Estimate #2 to Mesabi Bituminous – Jamnick updated Board on projects. Board asked Jamnick where pipes are located on South Avenue to get Adams a water connection and asked him to look into why both shut offs are located on Dickinson’s property. Jamnick will look into this. Jamnick will provide legal descriptions for permanent easments to be recorded.

 **IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON APPROVING PAY ESTIMATE #4 TO JPJ ENGINEERING IN THE AMOUNT OF $5,959.92. UNANIMOUSLY CARRIED**

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING PARTIAL PAY ESTIMATE #2 TO MESABI BITUMINOUS IN THE AMOUNT OF $152,803.21. UNANIMOUSLY CARRIED**

5.4 Spruce Street/Poplar Street Project – Jamnick updated Board on project and explained reason for contract increase was for the quantities installed in the field.

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON TO APPROVE FINAL PAY ESTIMATE #5 TO CASPER CONSTRUCTION IN THE AMOUNT OF $40,513.71. UNANIMOUSLY CARRIED**

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANNTILA TO APPROVE CHANGE ORDER #2 INCREASING THE CONTRACT FOR THE SPRUCE/POPLAR STREET PROJECT BY $13,141.40. UNANIMOUSLY CARRIED**

5.5 Tandem Truck Purchase – Pricing and financing packages were reviewed with warranty pricing.

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON TO PURCHASE A 2018 MACK GU713 TRUCK FOR $113,466.00 FROM NUSS TRUCK & EQUIPMENT WITH FINANCING AT 2.38% FOR THREE YEARS IN ANNUAL PAYMENTS. UNANIMOUSLY CARRIED**

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA TO PURCHASE A 60 MONTH 250K WARRANTY FOR $1,900.00 AND A 60 MONTH ETAS WARRANTY FOR $675.00, PLATES, AND A LOAN FEE OF $395.00 FOR A TOTAL OF $3,045.00. UNANIMOUSLY CARRIED**

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON TO PURCHASE PLOW PARTS FROM TOWMASTER FOR $88,008.00. UNANIMOUSLY CARRIED**

5.6 Schedule Closed Meeting – Cemetery modifications were discussed for the center section to expand the number of graves on the east side. Graves will be staked out. Telephone conference will be scheduled with Attorney Sharkey. Dates will be provided to Clerk.

**6. NEW BUSINESS:**

6.1 Joint Ambulance Services Agreement

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON TO APPROVE THE AGREEMENT FOR JOINT AMBULANCE SERVICES EFFECTIVE JANUARY 1, 2017. UNANIMOUSLY CARRIED**

6.2 2016 Audit Services Letter - $14,700.00 estimated cost

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA TO APPROVE THE 2016 AUDIT SERVICES LETTER WITH WALKER, GIROUX, & HAHNE, LLC FOR AN ESTIMATED COST OF $14,700.00 FOR PROVIDING AUDITING SERVICES FOR 2016. UNANIMOUSLY CARRIED**

6.3 Recreation Discussion – Anttila and Shuck updated Board on recreation meeting recently held with Aurora, Hoyt Lakes, Biwabik, Mesabi East Schools, and Township representatives.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TOWNSHIP BOARD IS IN FULL SUPPORT OF A JOINT RECREATION BOARD AMONG THE GOVERNMENTAL AGENCIES AND BOARD SUPERVISOR CRAIG ANTTILA AND EMMA SHUCK WILL REPRESENT THE TOWNSHIP ON THIS BOARD. UNANIMOUSLY CARRIED**

6.4 Resolution 2016-014 – Unpaid Utility Bills – Exhibit 1 was reviewed by the Board.

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON TO ADOPT RESOLUTION 2016-014 ADOPTING LIEN FOR UNPAID DELINQUENT UTILITY CHARGES AND EXHIBIT 1. UNANIMOUSLY CARRIED**

6.5 Accident Claim – Location at 5406 Twin Lakes Loop 45. Documentation was reviewed and discussed by the Board. Chairman Kippley took pictures of vehicle and mailbox. Jamnick indicated he had spoken with party to resolve driveway issue and will add class five to the driveway.

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON DIRECTING CLERK TO SUBMIT ACCIDENT INFORMATION RECEIVED FROM PARTY TO LEAGUE OF MINNESOTA CITIES INSURANCE TRUST TO INVESTIGATE CLAIM AND MAKE DETERMINATION AND RESOLVE CLAIM. UNANIMOUSLY CARRIED**

6.6 Bloomberg Data Request – Written request by company for Town’s financial statements for multiple years. Audit reports are public information but any private data should be redacted. Kearney will check to see if Data Practices Laws apply to Township’s before Clerk will respond.

**7. MINUTES:**

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

7.2 3rd Quarter 2016 Ambulance Report was reviewed

7.3 ERJPB September 2016 minutes were reviewed

7.4 RAMS September 2016 minutes were reviewed

7.5 East Range CAP September minutes were reviewed

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

**8. REPORTS:**

Clerk Knaus

1.) Health Fair held on 10/7/16 was very successful! Thank you to Essentia Health for partnering with us and bringing the walk through colon display and for donating $250.00 towards advertising.

2.) Attended CAP meeting at Giants Ridge 10/13/16 – interesting white paper report on Giants Ridge in correspondence

3.) Laskiainen Meetings are taking place monthly, met 10/26/16, next meeting Nov. 30th

4.) Ed and I attended Ambulance Services Meeting 10/11/16

5.) Ed and I attended Compensation Plan Meeting 10/12/16; plan is coming along

6.) A Worker’s Compensation Audit was held 10/13/16 and it went very well

7.) Quarterly Reports were filed

8.) Caretaker annual lease was signed and placed on file

9.) Sales Tax Audit was held 10/25/16 and went well

10.) Craig and I attended monthly SLCAT meeting 10/26/16

11.) Emma and I will be attending Annual MAT conference 11/17-11/19 so office will be closed 11/17-11/18 - Ad will be published in East Range Shopper

List of Pending Projects/Working Items:

* Krulc’s property – transfer ownership, water issue – get update from Jamnick & Hinsz
* Signs – Order for Baudek property and Laskiainen
* Kaster - Stop sign issue – Town needs to know where property line is (corner pin) to place stop sign in proper place
* Capital Improvement Plan In Progress
* Consider adopting Road Standards for Town Ordinance
* Boy Scout Project Ideas – Jacob Lagerquist
* Street Lights for Gardendale Area – MPL was called to inquire about cost; Kippley will touch base with Kruchowski

**Supervisor Updates not previously discussed:**

Anttila

 Attended PMSG meeting - requested possibility of Clerk attending these meetings; however Board decided any concerns about the Township should come before the full Board and not be discussed at the PMSG meeting. The agreement with the group needs to be finalized for usage of the building. Kearney will prepare a draft document. There has been a ditch filled in off Lane 57 Trigstad Road with no access permit. Kearney recommended a phone call be made to the party notifying them of Town’s Culvert Policy.

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON DIRECTING CLERK TO CONTACT PARTY AND MAKE THEM AWARE OF THE TOWN’S ACCESS PERMIT & CULVERT POLICY. UNANIMOUSLY CARRIED**

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO SEND PMSG A FORMAL LETTER FROM BOARD REQUESTING AN ITEMIZED LIST OF ALL ITEMS PURCHASED BY PMSG AND BEING STORED IN THE BUILDING. UNANIMOUSLY CARRIED**

 Skelton

 Great job on the Health Fair! There has been a motor home with a side by side recreation vehcile parked at the Loon Lake Community Center with power cords to the building. No permission was granted by the Board and for liablility reasons and setting precendence it needs to be moved off the property. This has been resolved but Skelton wanted it recorded.

Kippley

LP is not coming to Laskin site.

**9. CORRESPONDENCE:**

1. CSAH 100 Speed Limit Response – St. Louis County

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON DIRECTING CLERK TO SEND LETTER TO INDIVIDUALS ON PETITION. UNANIMOUSLY CARRIED**

2. Sample Wild Rice/Sulfate Standards Resolution - RAMS

3. MNDNR News Release – Polymet Permit to Mine 11/3/16

4. MN Power News – EnergyForward/Boswell Units 10/19/16

5. Sales & Use Tax Audit Results 11/3/16

6. Property Inquiry – Trigstad Road 11/9/16

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO DENY THE REQUEST FOR SALE OR LEASE OF THIS PROPERTY AT THIS TIME. UNANIMOUSLY CARRIED**

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

**10. TRAINING REQUESTS**: None

**11. APPROVAL OF BILLS AND PAYROLL FOR THE MONTH OF OCTOBER 2016**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check #** | **Vendor** | **Description** |  **Amount**  |
| 29974 | Niemi, Clark | Travel Expense |  $ 332.44  |
| 29975 | Holiday Inn & Suites St. Cloud | Niemi Conference |  $ 193.18  |
| VOL10-6-16 | Kansas State Bank | Oct 2016 Loader Payment |  $ 2,581.45  |
| 30035 | Tomahawk Ford | Refuse Collection Sep 2016 |  $ 10,229.67  |
| ST10-16 | MN Dept of Revenue - Sales Tax | SEP 2016 Sales Tax Payment |  $ 1,195.00  |
| 30031 | East Range Joint Powers Board | Northspan Group EMS Study |  $ 1,130.45  |
| 30032 | JPJ Engineering, Inc. | Inv #9 -Spruce/Poplar |  $ 483.26  |
| 30033 | JPJ Engineering, Inc. | Inv #3 Gardendale/TLLR/PW Bldg |  $ 13,600.00  |
| 30034 | Mesabi Bituminous Inc | Pay Est #1 - Gardendale/TLLR/Parking Lot |  $ 219,009.77  |
| G10-12-16 | Minnesota Revenue  | Wage Garnishment |  $ 266.17  |
| 61491 | Payroll Period Ending 10/08/2016 |  |  $ 583.65  |
| 61492 | Payroll Period Ending 10/08/2016 |  |  $ 1,210.59  |
| 61493 | Payroll Period Ending 10/08/2016 |  |  $ 1,628.36  |
| 61495 | Payroll Period Ending 10/08/2016 |  |  $ 1,292.66  |
| 61497 | Payroll Period Ending 10/08/2016 |  |  $ 1,557.42  |
| 61498 | Payroll Period Ending 10/08/2016 |  |  $ 1,497.46  |
| 61496 | Payroll Period Ending 10/08/2016 |  |  $ 1,497.46  |
| 61499 | Payroll Period Ending 10/08/2016 |  |  $ 1,340.44  |
| F10-12-16 | E.F.T.P.S. | Employee Withholding |  $ 4,633.26  |
| M10-12-16 | MN Department of Revenue | Employee Withholding |  $ 752.40  |
| P10-12-16 | P.E.R.A. | Retirement Deductions |  $ 2,672.47  |
| D10-12-16 | Empower | Deferred Comp & Roth Employee Ded |  $ 555.00  |
| 61494 | Payroll Period Ending 10/08/2016 |  |  $ 2,158.33  |
| 30036 | Hancock Concrete Products LLC | Snowmobile Club Box Culvert |  $ 10,844.00  |
| 61500 | Payroll Period Ending 10/22/2016 |  |  $ 564.15  |
| 61501 | Payroll Period Ending 10/22/2016 |  |  $ 1,185.09  |
| 61503 | Payroll Period Ending 10/22/2016 |  |  $ 1,844.87  |
| 61506 | Payroll Period Ending 10/22/2016 |  |  $ 1,523.42  |
| 61509 | I.U.O.E. Local 49 | Union Dues Deductions |  $ 306.00  |
| 61508 | Payroll Period Ending 10/22/2016 |  |  $ 1,019.71  |
| 61505 | Payroll Period Ending 10/22/2016 |  |  $ 1,463.46  |
| 61507 | Payroll Period Ending 10/22/2016 |  |  $ 1,463.46  |
| 61504 | Payroll Period Ending 10/22/2016 |  |  $ 1,304.64  |
| 61502 | Payroll Period Ending 10/22/2016 |  |  $ 1,404.51  |
| G10-27-16 | Minnesota Revenue  | Wage Garnishment |  $ 283.97  |
| F10-27-16 | E.F.T.P.S. | Employee Withholding |  $ 4,400.73  |
| M10-27-16 | MN Department of Revenue | Employee Withholding |  $ 738.03  |
| P10-27-16 | P.E.R.A. | Retirement Deductions |  $ 2,527.65  |
| D10-27-16 | Empower | Deferred Comp & Roth Employee Ded |  $ 555.00  |
| 30037 | XZ8966930 | HCSP Reimbursement |  $ 213.51  |
| 30040 | XZ6272397 | HCSP Reimbursement |  $ 404.25  |
| 30041 | XX1966251 | Health Care Savings Reimb |  $ 826.89  |
| 30043 | XZ4114822 | Health Care Saving Reimb |  $ 60.90  |
| 30044 | APG Media of MN | Advertising Health Fair, Elections |  $ 283.96  |
| 30045 | Aurora, City of | Tennissen/Jones Water Aurora Share |  $ 1,000.00  |
| 30046 | Bradach Lumber | Shop materials |  $ 29.68  |
| 30047 | Carquest Aurora | Fuel, Lube, Patches, Gloves |  $ 383.56  |
| 30049 | Colosimo, Patchin, & Kearney, LTD | Legal Retainer, Baudek Lease |  $ 411.00  |
| 30051 | Diamond Mowers | Mower Parts |  $ 527.42  |
| 30052 | East Range Joint Powers Board | Northspan Group/Mining Ad |  $ 196.00  |
| 30053 | East Range Shopper | Advertising |  $ 381.94  |
| 30055 | Hinsz, Greg | Overtime Allowance Meal |  $ 22.57  |
| 30056 | Holiday Companies | Fuel |  $ 10.75  |
| 30058 | Hoyt Lakes, City of | Ambulance Agreement |  $ 350.00  |
| 30060 | I.U.O.E. Local 49 Fringe Benefits | Group Health Insurance - DEC 16 |  $ 9,990.00  |
| 30061 | Knaus, Jodi | Travel Expenses |  $ 174.88  |
| 30062 | L & M Supply, Inc. | Posts & Furnace Filter |  $ 96.26  |
| 30064 | Lake Superior College | Fire Training - Safe Driving |  $ 600.00  |
| 61512 | Payroll Period Ending 10/31/2016 |  |  $ 193.16  |
| 61510 | Payroll Period Ending 10/31/2016 |  |  $ 305.16  |
| M10-31-16 | MN Revenue Monthly | Employee Withholding |  $ 7.76  |
| P10-31-16 | P.E.R.A. Monthly | Retirement Deductions |  $ 149.52  |
| 61526 | MN NCPERS | Employee Deductions |  $ 32.00  |
| 30038 | XZ6344990 | HCSP Reimbursement |  $ 293.36  |
| 30042 | XZ6197217 | HSCP Reimbursement |  $ 130.54  |
| 30050 | Cousineau McGuire Chartered | Cemetery Legal Fees - Sept 16 |  $ 480.00  |
| 30054 | Excel Business Systems | Copier Contract |  $ 95.40  |
| 30057 | Hometown Focus | Health Fair Ads |  $ 457.21  |
| 30059 | Inter City Oil Co., Inc. | Motor Oil |  $ 1,207.27  |
| 30071 | MN Fall Expo | Niemi Conf Fee |  $ 40.00  |
| 30072 | Minnesota Power | Electric Service |  $ 257.78  |
| 30074 | MSFCA | Chief Membership |  $ 93.00  |
| 30075 | Northland Fire & Safety | LLCC Recertification Extinguishers |  $ 572.85  |
| 30078 | Pace Analytical Services, Inc. | Water Testing Services 161271524 |  $ 52.90  |
| 30079 | Perpich TV & Music Inc. | Display Port & TV Bracket |  $ 74.48  |
| 30082 | Praxair Distribution Inc | Cylinder Rental Inv 74929301 |  $ 344.12  |
| 30083 | Promotions Now | Health Fair Water Bottles |  $ 269.00  |
| 30084 | Range Office Supply  | Toner, Tax Forms, Calendars |  $ 181.64  |
| 30089 | Titan Machinery | Brush Mower Parts |  $ 516.90  |
| 30090 | Town of White Petty Cash Fund | Postage |  $ 104.89  |
| 30091 | USA Blue Book | Water/Wastewater Pillows |  $ 31.24  |
| 30094 | Motion Industries | JD Mower Parts |  $ 201.19  |
| 30039 | XZ2179747 | HCSP Reimbursement |  $ 108.38  |
| 30063 | Lake Country Power | Electric Service |  $ 2,043.00  |
| 30065 | Lawson Products | Shop Supplies |  $ 1,006.08  |
| 30066 | League of MN Cities Insurance  | Worker's Comp Final Audit |  $ 547.00  |
| 30067 | MM&J Accounting Inc. | KGPZ Radio Campaign |  $ 205.00  |
| 30069 | Minnesota Assoc. of Townships | Conference Fee |  $ 330.00  |
| 30070 | Minnesota Department of Health | 2017 License - Food LLCC |  $ 305.00  |
| 30073 | Monitor Productions, Inc. | Iron Range Tourism Ads; Laskiainen, LLCC, Pavilion |  $ 395.00  |
| 30076 | Northland Trust Services Inc. | GO Bond Payment Series 2009A & Interest |  $ 66,170.00  |
| 30077 | Nuss Truck & Equipment | Parts Truck #6 |  $ 791.71  |
| 30080 | Plagemann's Floral & Gifts | Flowers Helander Funeral |  $ 40.80  |
| 30081 | Positive Promotions, Inc. | Fire Dept Open House Kit |  $ 300.55  |
| 30085 | Roger's Online | Computer Repair & Maint. |  $ 190.00  |
| 30086 | St. Louis County Public Works  | SEP 2016 Fuel Usage payment |  $ 2,511.21  |
| 30087 | Shuck, Emma | Travel Expense |  $ 141.94  |
| 30088 | Skubic Bros. International | Equipment Parts |  $ 3,140.16  |
| 30092 | Verizon | Cell Phone |  $ 29.76  |
| 30093 | Volunteer Firefighter's Benefit Assoc. | FF Insurance Policies |  $ 123.00  |
| 61511 | Payroll Period Ending 10/31/2016 |  |  $ 420.97  |
| 61513 | Payroll Period Ending 10/31/2016 |  |  $ 64.38  |
| 30048 | Central Pension Fund | Central Pension Fund Contributions |  $ 3,360.00  |
| 30068 | Madison National Life Ins Co, Inc | LTD/STD Nov 2016 |  $ 358.53  |
| 61524 | Colonial Life | OCT 2016 Employee Deductions |  $ 391.32  |
| 61525 | MN Life Insurance Company | Life Insurance Deductions Nov 16 |  $ 143.10  |
| 61514 | Payroll Period Ending 10/31/2016 |  |  $ 257.26  |
|  |  |  |  **$ 407,258.67**  |

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO APPROVE ALL BILLS AND PAYROLL FOR THE MONTH OF OCTOBER 2016 IN THE AMOUNT OF $407,258.67 AS PRESENTED. UNANIMOUSLY CARRIED**

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA TO SCHEDULE A CLOSED MEETING FOR ATTORNEY-CLIENT MEETING TO DISCUSS PROPERTY DISPUTE WEDNESDAY, NOVEMBER 16, 2016 AT 5:00 P.M. AT THE CITY/TOWN GOVERNMENT CENTER. UNANIMOUSLY CARRIED**

**12. ANNOUNCEMENTS: Next Regular Meeting: Thursday, December 1, 2016 at 5:00 p.m. City/Town Government Center; Office will be closed 11/17/16-11/18/16 for staff to attend the Annual MN Association of Townships Conference; Special Closed Meeting: Wednesday, November 16, 2016 at 5:00 p.m.;**

**13. ADJOURNMENT:**

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA TO ADJOURN THE MEETING AT 7:32 P.M. UNANIMOUSLY CARRIED**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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