REGULAR MEETING

**December 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, December 7, 2023, at the City/Town Government Center.***

**ROLL CALL:**

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

Absent:

Also Present: Bill Lesar, Mike Skinner, Mike Lesar

**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 NOVEMBER 2, 2023 AND BOARD OF CANVASS MINUTES ON NOVEMBER 3, 2023; ALL BILLS AND PAYROLL AS PRESENTED BELOW, COMMITTEE MINUTES AND REPORTS, AND CORRESPONDENCE TO BE FILED FOR NOVEMBER 2023. MOTION CARRIED**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check#** | **Vendor** | **Description** | **Total** |
| D11-01-23 | Empower | Employee Deductions | $ 350.00 |
| DD11012301 | Payroll Period Ending 10/28/2023 | Regular Payroll Ending 10/28/2023 | $ 1,986.23 |
| DD11012302 | Payroll Period Ending 10/28/2023 | Regular Payroll Ending 10/28/2023 | $ 1,377.70 |
| DD11012303 | Payroll Period Ending 10/28/2023 | Regular Payroll Ending 10/28/2023 | $ 581.38 |
| DD11012304 | Payroll Period Ending 10/28/2023 | Regular Payroll Ending 10/28/2023 | $ 2,505.17 |
| DD11012305 | Payroll Period Ending 10/28/2023 | Regular Payroll Ending 10/28/2023 | $ 1,731.73 |
| DD11012306 | Payroll Period Ending 10/28/2023 | Regular Payroll Ending 10/28/2023 | $ 2,157.04 |
| DD11012307 | Payroll Period Ending 10/28/2023 | Regular Payroll Ending 10/28/2023 | $ 1,907.64 |
| DD11012308 | Payroll Period Ending 10/28/2023 | Regular Payroll Ending 10/28/2023 | $ 1,291.77 |
| DD11012309 | Payroll Period Ending 10/28/2023 | Regular Payroll Ending 10/28/2023 | $ 1,692.18 |
| F11-01-23 | E.F.T.P.S. | Withholding PPE 11/01/2023 | $ 5,364.03 |
| M11-01-23 | MN Department of Revenue | Withholding PPE 11/01/23 | $ 1,043.71 |
| P11-01-23 | P.E.R.A. | Payroll Deductions PPE 11/1/23 | $ 3,017.88 |
| CC11-02-23 | Cardmember Service | SHRM Dues, Travel for Training | $ 3,349.38 |
| 34988 | Copper Nickel | Election Meals | $ 400.00 |
| 34989 | Zito Media | Fire Hall & PW Telephone & Internet | $ 410.78 |
| 34990 | East Mesabi Sanitation | Refuse Collection OCT 2023 | $ 12,727.51 |
| 34991 | Town of White Petty Cash Fund | Postage | $ 170.54 |
| 34993 | Jessica Forsline | Travel Expenses | $ 77.29 |
| 34994 | Barbara Harthan | Election Travel Expenses | $ 26.20 |
| 34995 | Jeri Hietala | Election Travel Expenses | $ 0.66 |
| 34996 | Glenda Johnson | Election Travel Expenses | $ 5.24 |
| 34997 | Michele Lammi | Election Travel Expenses | $ 1.31 |
| 34998 | Carole Lauseng | Election Travel Expenses | $ 5.24 |
| 34999 | Edith Peterson | Election Travel Expenses | $ 7.86 |
| 35000 | Heather Salmi | Election Travel Expenses | $ 6.55 |
| 35001 | Stephanie Stecker | Election Travel Expenses | $ 6.55 |
| 63289 | Payroll Period Ending 11/07/2023 | General Election 11/07/2023 Payroll | $ 288.00 |
| 63290 | Payroll Period Ending 11/07/2023 | General Election 11/07/2023 Payroll | $ 288.00 |
| 63291 | Payroll Period Ending 11/07/2023 | General Election 11/07/2023 Payroll | $ 240.00 |
| 63292 | Payroll Period Ending 11/07/2023 | General Election 11/07/2023 Payroll | $ 240.00 |
| 63293 | Payroll Period Ending 11/07/2023 | General Election 11/07/2023 Payroll | $ 240.00 |
| 63294 | Payroll Period Ending 11/07/2023 | General Election 11/07/2023 Payroll | $ 240.00 |
| 63295 | Payroll Period Ending 11/07/2023 | General Election 11/07/2023 Payroll | $ 240.00 |
| 63296 | Payroll Period Ending 11/07/2023 | General Election 11/07/2023 Payroll | $ 272.00 |
| 63297 | Payroll Period Ending 11/07/2023 | General Election 11/07/2023 Payroll | $ 240.00 |
| 63298 | Payroll Period Ending 11/07/2023 | General Election 11/07/2023 Payroll | $ 304.00 |
| DD11132301 | Payroll Period Ending 11/07/2023 | General Election 11/07/2023 Payroll | $ 384.00 |
| 34992 | CTC | Town Office Phone Nov 2023 | $ 225.39 |
| 35002 | Culligan | Service Twin Lakes | $ 47.85 |
| 35003 | Range Paper | Garage Supplies | $ 352.68 |
| 35004 | Como Oil & Propane | LPG-Transport LLCC Invoice 1511439740 | $ 1,329.37 |
| 35005 | APG Media of MN | Meeting Notices - October | $ 1,196.00 |
| 35006 | East Range Times | Advertising | $ 504.38 |
| ST11-14-23 | MN Dept of Revenue - Sales Tax | Sales Tax - October 2023 | $ 1,425.00 |
| D11-15-25 | Empower | Employee Deductions | $ 350.00 |
| DD11152301 | Payroll Period Ending 11/11/2023 | Regular Payroll Ending 11/11/2023 | $ 1,903.77 |
| DD11152302 | Payroll Period Ending 11/11/2023 | Regular Payroll Ending 11/11/2023 | $ 522.11 |
| DD11152303 | Payroll Period Ending 11/11/2023 | Regular Payroll Ending 11/11/2023 | $ 1,396.70 |
| DD11152304 | Payroll Period Ending 11/11/2023 | Regular Payroll Ending 11/11/2023 | $ 581.38 |
| DD11152305 | Payroll Period Ending 11/11/2023 | Regular Payroll Ending 11/11/2023 | $ 3,040.91 |
| DD11152306 | Payroll Period Ending 11/11/2023 | Regular Payroll Ending 11/11/2023 | $ 1,800.59 |
| DD11152307 | Payroll Period Ending 11/11/2023 | Regular Payroll Ending 11/11/2023 | $ 2,306.60 |
| DD11152308 | Payroll Period Ending 11/11/2023 | Regular Payroll Ending 11/11/2023 | $ 1,942.64 |
| DD11152309 | Payroll Period Ending 11/11/2023 | Regular Payroll Ending 11/11/2023 | $ 1,326.77 |
| DD11152310 | Payroll Period Ending 11/11/2023 | Regular Payroll Ending 11/11/2023 | $ 1,755.25 |
| F11-15-23 | E.F.T.P.S. | Withholding PPE 11/11/2023 | $ 5,827.55 |
| M11-15-23 | MN Department of Revenue | Withholding PPE 11/11/23 | $ 1,119.94 |
| P11-15-23 | P.E.R.A. | Payroll Deductions PPE 11/11/23 | $ 3,264.07 |
| 63299 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 44.27 |
| 63300 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 63.98 |
| DD11222301 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 63.98 |
| DD11222302 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 18.65 |
| DD11222303 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 14.71 |
| DD11222304 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 215.75 |
| DD11222305 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 142.82 |
| DD11222306 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 63.98 |
| DD11222307 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 63.98 |
| DD11222308 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 113.26 |
| DD11222309 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 286.71 |
| DD11222310 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 162.53 |
| DD11222311 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 63.98 |
| DD11222312 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 73.84 |
| DD11222313 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 182.24 |
| DD11222314 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 36.39 |
| DD11222315 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 442.42 |
| DD11222316 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 192.10 |
| DD11222317 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 93.55 |
| DD11222318 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 24.56 |
| DD11222319 | Payroll Period Ending 09/30/2023 | FD September Payroll | $ 24.56 |
| FD11-22-23 | E.F.T.P.S. FD | FD September Withholding Tax | $ 73.48 |
| D11-29-23 | Empower | Employee Deductions | $ 350.00 |
| DD11292301 | Payroll Period Ending 11/25/2023 | Regular Payroll Ending 11/25/2023 | $ 1,823.62 |
| DD11292302 | Payroll Period Ending 11/25/2023 | Regular Payroll Ending 11/25/2023 | $ 171.70 |
| DD11292303 | Payroll Period Ending 11/25/2023 | Regular Payroll Ending 11/25/2023 | $ 1,377.70 |
| DD11292304 | Payroll Period Ending 11/25/2023 | Regular Payroll Ending 11/25/2023 | $ 1,501.48 |
| DD11292305 | Payroll Period Ending 11/25/2023 | Regular Payroll Ending 11/25/2023 | $ 2,167.38 |
| DD11292306 | Payroll Period Ending 11/25/2023 | Regular Payroll Ending 11/25/2023 | $ 1,731.73 |
| DD11292307 | Payroll Period Ending 11/25/2023 | Regular Payroll Ending 11/25/2023 | $ 2,396.57 |
| DD11292308 | Payroll Period Ending 11/25/2023 | Regular Payroll Ending 11/25/2023 | $ 2,124.48 |
| DD11292309 | Payroll Period Ending 11/25/2023 | Regular Payroll Ending 11/25/2023 | $ 1,291.77 |
| DD11292310 | Payroll Period Ending 11/25/2023 | Regular Payroll Ending 11/25/2023 | $ 1,664.11 |
| DD11292311 | Payroll Period Ending 11/25/2023 | Payroll Ending 11-25-2023 OT | $ 168.42 |
| F11-29-23 | E.F.T.P.S. | Withholding PPE 11/25/2023 | $ 5,859.91 |
| J11-29-23 | Northern State Bank | Deposit Book | $ 34.20 |
| M11-29-23 | MN Department of Revenue | Withholding PPE 11/25/23 | $ 1,134.26 |
| P11-29-23 | P.E.R.A. | Payroll Deductions PPE 11/25/23 | $ 3,077.98 |
| 35007 | Nuss Truck & Equipment | Truck #5 & Truck #6 Transmission Filter Kit | $ 236.82 |
| 35008 | Aurora Auto Value | LLCC Floor Scrubber & parts | $ 1,567.97 |
| 35009 | A1 Services, Inc. | Pumping Holding Tank | $ 786.80 |
| 35010 | Curtiss Anttila | Service Contract | $ 900.00 |
| 35011 | Como Oil & Propane | LPG-Transport LLCC Inv#1511608269 | $ 1,469.20 |
| 35012 | Central Pension Fund | Retirement Contributions Nov 23 | $ 4,608.00 |
| 35013 | Colosimo, Patchin, & Kearney | Monthly retainer Dec 2023 | $ 465.00 |
| 35014 | Kippley, Edward | Computer Mouse Reimb. | $ 14.90 |
| 35015 | Diamond Mowers | JD mower parts | $ 196.20 |
| 35016 | Essentia Health | Random Testing - Niemi, Hway | $ 501.00 |
| 35017 | Eveleth Floral Co. & Greenhouse | Koivisto | $ 60.00 |
| 35018 | Excel Business Systems | Copier Contract | $ 233.30 |
| 35019 | FSSolutions | DOT Testing Niemi | $ 61.16 |
| 35020 | H & L Mesabi | Plow Blades | $ 13,314.00 |
| 35021 | Curtiss Anttila | Travel Expenses | $ 91.70 |
| 35022 | Lake Country Power | Nov Electric Service | $ 2,331.00 |
| 35023 | Lawson Products | Hooks, Fuses | $ 1,024.55 |
| 35024 | League of MN Cities Insurance Trust | Addition of Salt/Sand Dome to Policy | $ 332.00 |
| 35025 | Linde Gas & Equipment Inc. | Welding Supplies/Services | $ 240.97 |
| 35026 | L & M Fleet Supply, Inc. | Gift Card for Retirement; Lathes | $ 127.96 |
| 35027 | Lundgren Motors, Inc. | 2019 F350 | $ 213.24 |
| 35028 | McCoy Construction & Forestry | JD 670G | $ 166.84 |
| 35029 | Mesabi Bituminous Inc | Cold Mix | $ 4,095.00 |
| 35030 | Minnesota Power | Electric street lighting | $ 228.85 |
| 35031 | Minnesota Power | Electric Service | $ 222.81 |
| 35032 | Minnesota Power | Electric Service | $ 28.10 |
| 35033 | Minnesota Rural Water Association | 2024 Dues | $ 400.00 |
| 35034 | VC3 | November Service Contract | $ 38.00 |
| 35035 | Madison National Life Ins Co, Inc | \*\*\*VOID$336.71\*\*\*Disability Insurance | $ - |
| 35036 | Northland Tractor Repair | 2010 Mack Repairs | $ 8,169.52 |
| 35037 | Northstar Services | Fire Hall Heat Issues | $ 691.00 |
| 35038 | Nuss Truck & Equipment | Volvo Loader Repairs | $ 3,437.78 |
| 35039 | OSI Environmental Inc | Used Oil Collection | $ 100.00 |
| 35040 | PeopleService Inc. | W/WW Professional Services | $ 365.00 |
| 35041 | R.A.M.S. | Dues 2024 | $ 480.00 |
| 35042 | Range Paper | Garbage Bags | $ 5,403.40 |
| 35043 | St. Louis County Auditor-PW | Oct 2023 Fuel | $ 5,133.20 |
| 35044 | St. Louis County Public Works Dept. | Striping Project 2023 | $ 19,497.80 |
| 35045 | Vinny's Trucking | Black Dirt | $ 675.00 |
| 35046 | XZ6344990 | Health Care Savings | $ 152.50 |
| 35047 | XZ9322001 | Health Care Savings Reimbursement | $ 239.87 |
| 35048 | I.U.O.E. Local 49 Fringe Benefits | \*\*\*VOID$11360.00\*\*\*Jan 2024 Group Insurance | $ - |
| 35049 | Ray Erickson | Animal Control | $ 2,050.00 |
| 35050 | Aurora, City of | Water Delinquent Utility Bills | $ 1,320.75 |
| 35053 | FSSolutions | DOT Testing Hway | $ 61.16 |
| 35054 | I.U.O.E. Local 49 Fringe Benefits | Jan 2024 Group Insurance | $ 9,940.00 |
| 35055 | Madison National Life Ins Co, Inc | Disability Insurance | $ 257.56 |
| 63301 | MN NCPERS | Life Insurance Employee Paid | $ 32.00 |
| 63302 | I.U.O.E. Local 49 | Union Dues Nov 2023 | $ 280.00 |
| 63303 | Colonial Life | Nov 23 Employee Deductions | $ 889.47 |
| 63304 | Minnesota Life Insurance Company | Employee/Employer Insurance | $ 321.50 |
| DD11302301 | Payroll Period Ending 11/30/2023 | November 2023 Monthly Payroll | $ 399.24 |
| DD11302302 | Payroll Period Ending 11/30/2023 | November 2023 Monthly Payroll | $ 150.23 |
| DD11302303 | Payroll Period Ending 11/30/2023 | November 2023 Monthly Payroll | $ 299.24 |
| DD11302304 | Payroll Period Ending 11/30/2023 | November 2023 Monthly Payroll | $ 279.01 |
| DD11302305 | Payroll Period Ending 11/30/2023 | November 2023 Monthly Payroll | $ 565.98 |
| F11-30-23 | E.F.T.P.S. Monthly | Employee Deductions | $ 179.00 |
| M11-30-23 | MN Department of Revenue Monthly | Employee Withholding | $ 46.04 |
| P11-30-23 | P.E.R.A. Monthly | Retirement Deductions | $ 216.52 |
|  |  | **TOTAL** | **$ 202,321.71** |

**2. THE TREASURER’S REPORT FOR THE MONTH OF NOVEMBER 2023, LISTED RECEIPTS IN THE AMOUNT OF $377,952.73:**

|  |  |
| --- | --- |
| 2021 Annexation Payment  LCP Lighting Rebate  3rd Quarter Capital Charges  LLCC Rental Fees  Garbage Bag Revenue  Cemetery Revenue  Backhoe Glass Claim | 370,567.28  1,524.44  2,434.03  1,240.00  1,437.00  500.00  218.07 |
| Interest Earned | 31.91 |
| **TOTAL** | **$377,952.73** |

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

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA TO BUY A NEW CD & INVEST THE 2021 ANNEXATION PAYMENT. MOTION CARRIED**

**3. CITIZENS/GUESTS**: None

**4. UNFINISHED BUSINESS:**

4.1 Wold Facility Study Update – Site visits were held November 28, 2023. Maps need to be digitized of the facilities and sent to Wold for review.

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

4.2 Twin Lakes Property & Dock Discussion – Foreman Niemi met with Gary & Jeanie Starken and they would like at least 20-25 additional feet of lakeshore to be able to access their garage and put their dock in annually. It was mentioned they could use the public boat landing across the lake just like everyone else. Skelton suggested leaving everything as is for now and when it becomes necessary to use the former boat landing/land next to the Starken’s residence to resolve it at that time. However, further discussion brought forward the importance of agreeing to a final resolution. Kippley is opposed of granting any easement or selling the land. However, we do have a similar easement in place with another party for land in the Township. The Board would like to know if the Starken’s would be agreeable to an annual renewable easement for an agreed upon annual fee paid to the Township. The Starken’s would have to assume and pay all costs for the preparation and filing of the easement. If they are interested, the parties could meet to determine the easement terms and the annual cost.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING THE OFFICE TO SEND A LETTER TO THE STARKEN’S ASKING IF THEY WOULD BE INTERESTED IN AN ANNUAL RENEWABLE EASEMENT AND IF SO, THE STARKEN’S WOULD ASSUME ALL COSTS FOR THE PREPARATION AND FILING INCLUDING ATTORNEY FEES, SURVEYING COSTS, AND TITLE FEES. MOTION CARRIEd. KIPPLEY OPPOSED.**

4.3 Joint Water Project - Meeting on 14th with Lislegard & Mike Larson to discuss large funding gap. Skelton explained the recent City of Aurora grant from IRRR and how it will not affect the water project funding. The Bid Summary Letter & Summary of Opinion of Probable Project Cost prepared by SEH was reviewed by the Board. The easement with the Rosa’s is finally completed and closing is scheduled with Fryberger Law. The Board reviewed Resolution 2023-017 which was prepared by Fryberger Law. All costs for the easement are paid by the Joint Water Project funding.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING RESOLUTION 2023-017 FOR THE JOINT WATER PROJECT EASEMENT & PROPERTY TRANSFER TO THE ROSA’S FOR THE EASEMENT. MOTION CARRIED**

4.4 LLCC Deed/Legal update – No new updates from the attorney.

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

4.5 Election Cycle – No new updates.

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

4.6 Equipment Operator Vacancy - Skelton would like to fill both vacancies as he feels it is a safety issue and doesn’t want to burden the current employees with heavy workloads. We can always not fill a position in the future due to attrition but now is not the time. Kippley and Anttila disagree and do not want to fill the second position.

**IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY AUTHORIZING THE HIRE OF FINALIST JACOB STACHOVICH FOR THE HEAVY EQUIPMENT OPERATOR POSITION VACANCY CONTINGENT UPON PASSING THE REQUIRED DOT PHYSICAL, DRUG SCREENING & BACKGROUND CHECK AND IF HE DECLINES OR DOESN’T PASS THE SCREENING, GO TO SECOND FINALIST TANNER LOKKEN. MOTION CARRIED**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY TO HIRE ONE HEAVY EQUIPMENT OPERATOR AT THIS TIME AND WAIT TO FILL THE SECOND VACANCY UNTIL THE BARGAINING AGREEMENT IS RATIFIED AND THE 2024 FINANCIAL STATUS OF THE TOWNSHIP IS KNOWN. MOTION CARRIED. SKELTON OPPOSED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO ADD THE HEAVY EQUIPMENT OPERATOR VACANCY TO THE JANUARY 2024 AGENDA. MOTION CARRIED**

4.7 2023 Curve Realignments – No new updates.

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

4.8 Insurance Claim on Salt/Sand Dome Updates – Claim was approved and is pending payment.

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

**5. NEW BUSINESS:**

5.1 Resolution 2023-016 – In Support of the Rice Lake Road Corridor Project for St. Louis County

WHEREAS, St. Louis County is currently working on the development of the Rice Lake Road Corridor Project, located within the cities of Duluth and Rice Lake; and

WHEREAS, the goals of this project are to improve traffic operations and traffic safety while supporting future residential and business development along the Rice Lake Road corridor; and

WHEREAS, Rice Lake Road and Vermilion Trail, collectively known as County State Aid Highway No. 4, is a significant regional route because it connects the East Iron Range to the Twin Ports Metropolitan Area which includes the cities of Duluth, Hermantown and Rice Lake; and

WHERAS, the future success of Rice Lake Road is expected to economically benefit the East Iron Range; and

WHEREAS, St. Louis County is seeking funding for the Rice Lake Road Corridor Project through the RAISE Grant (Rebuilding American Infrastructure with Sustainability and Equity) which is grant program in the Infrastructure Investment and Jobs Act (IIJA).

THEREFORE, BE IT RESOLVED, that the Town of White supports St. Louis County’s vision for the Rice Lake Road Corridor Project; and

RESOLVED FURTHER, that the Town of White supports St. Louis County’s funding application to the RAISE Grant for the Rice Lake Road Corridor Project.

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA APPROVING RESOLUTION 2023-016 IN SUPPORT OF THE RICE LAKE ROAD CORRIDOR PROJECT FOR ST. LOUIS COUNTY. MOTION CARRIED**

5.2 Northland Tractor Repair Invoice

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING PAYMENT OF $8,169.52 TO NORTHLAND TRACTOR. MOTION CARRIED**

5.3 2024 RAMS Membership Dues

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON APPROVING THE 2024 RAMS MEMBERSHIP DUES INVOICE IN THE AMOUNT OF $480.00. MOTION CARRIED**

5.4 PELRA Changes Notice from Local 49 was reviewed and will be placed on file.

5.5 Invitation to Participate in the St. Louis County NOAA Climate Resilience Regional Project was reviewed. No action taken.

5.6 Paul Martinetto Request to Purchase Township Property – Gravel Pit was reviewed. In discussion, the Board was notified there are personal vehicles stored on the property which need to be removed.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DENYING THE REQUEST BY PAUL MARTINETTO TO PURCHASE PROPERTY ON LANE 55 AND DIRECTED OFFICE TO SEND LETTER NOTIFYING MARTINETTO OF THE DECISION. MOTION CARRIED**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON DIRECTING FOREMAN NIEMI TO GO TO THE OWNER OF THE VEHICLES AND INFORM THE OWNER THE VEHICLES NEED TO BE REMOVED OFF THE PROPERTY AND IF THEY AREN’T THE TOWNSHIP WILL REMOVE THEM AND THEY WILL BE BILLED FOR THE COSTS OF REMOVAL AND TOWING. MOTION CARRIED**

5.7 Fitness for Duty/Physical Ability for Active Fire Fighters – Kippley voiced concern about an active firefighter’s questionable current health status and for safety reasons would like to send him for a physical fitness test. Due to HIPPA laws, this cannot be discussed at an open public meeting but wants the Fire Chief to address the concerns for liability and safety. The Fire Chief is responsible for all personnel at a fire scene. Chief Skinner and Assistant Chief Lesar were present and indicated there are interior and exterior duties at a fire scene and this individual brings value to the department. They are handling the situation. Skelton would like these duties clearly identified and in writing as part of the SOP’s. This topic will be discussed at a future meeting with the Fire Department personnel.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO PUT THIS TOPIC ON THE AGENDA FOR THE JANUARY MEETING WITH THE FIRE DEPARTMENT & SKINNER & LESAR WILL DEVELOP IN WRITING THE CRITERIA FOR INTERIOR & EXTERIOR FIRE DUTIES. MOTION CARRIED**

5.8 Fire Department payroll – The Chief historically has been submitting payroll hours for Fire Department members to be paid an hourly wage for preparing for & working at fundraising events in which the Relief Association sponsors such as the recent White Tails Benefit and in the past the pancake feed at Cozy Cottage. However, the Relief Association events are not a part of the Palo Volunteer Fire Department – they are separate entities. The Relief Association has a separate checking account not administered by the Township to pay for the events and these hours and expenses should be paid by the Relief Association. Any proceeds from the Relief Association event go back to the Relief Association, not the Township. Skinner responded these hours have always been paid in the past, whether that is correct or not. Skinner responded they are trying to build up the fund to help pay for equipment. Anttila informed the Fire Department the Palo Markham School Group is willing to have a pancake feed at Laskiainen. They will buy all the materials for the pancake feed if the Fire Department can work in the kitchen. Skinner will discuss at the Fire Department meeting and notify Knaus. Knaus will then notify Sharon Niemi.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO PAY THE OCTOBER PAYROLL FOR THE WHITE TAIL BENEFIT AS SUBMITTED BASED ON PAST PRACTICE AND TO PUT THE PAYROLL DISCUSSION ON THE AGENDA AT A FUTURE QUARTERLY MEETING WITH THE FIRE DEPARMENT FOR DETERMING PROPER PAYROLL MOVING FORWARD. MOTION CARRIED**

5.9 Fire Department Roof & Ceiling Repairs – The roof is leaking at the Fire Hall again. Niemi called A.W. Keuttel for repairs. Skinner will send photos to Clark. The ceiling & dry wall repairs will have to wait. Skinner received a quote for $2,000.00 for the drywall repairs and would like to be able to call whenever he feels the repairs can be done. Kippley brought up Gary Starken getting paid to clean the Fire Hall and indicated the Chief did not have the authority to assign these duties for pay. The Township has a full-time cleaner who can go to the Fire Hall and clean like she does at all the other facilities. After a long debate, Skelton ended the discussion and said this would be rectified in the future. No other action was taken.

5.10 Fire Department Pagers Quote – quote was reviewed. The Fire Department has no budget left for 2023 and to date no plan has been made or submitted by the Fire Department for expensive equipment items like this that need to be planned and budgeted for over several years. The IAMResponding platform does not work. The quote for 22 pagers is $17,874.00. Lesar suggested if the Township would pay for half (5) pagers, the Relief Association would offer to pay for half (5) if they could get the members to meet and vote on the purchase. If ten pagers are ordered the current special from the vendor is an additional pager would be given at no cost so the Fire Department would get eleven pagers. Skelton thanked the Fire Officers for the offer and indicated this would be doable if the pagers were listed as the number one item coming out of the 2024 budget with payment to the vendor coming in January 2024.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA AUTHORIZING THE PURCHASE OF TEN RAIDOS PENDING APPROVAL FROM THE FIRE RELIEF ASSOCIATION TO REIMBURSE THE TOWNSHIP FOR HALF THE COST OF THE PURCHASE WHICH IS FIVE RADIOS WITH THE EXPENDITURE COMING OUT OF THE 2024 FIRE DEPARTMENT BUDGET. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA THE PURCHASE OF THE RADIOS WILL BE THE FIRST NUMBER ONE ITEM OUT OF THE FIRE DEPARTMENT BUDGET FOR 2024. MOTION CARRIED**

5.11 RAMS EMS Field Hearing Invite was reviewed – Anttila will try to attend.

5.12 2023 Audit Cost Letter - $17,650.00

**IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY APPROVING THE 2023 AUDIT BY WALKER, GIROUX, AND HAHNE AT A COST OF $17,650.00. MOTION CARRIED**

**6. REPORTS:**

Clerk’s Report

1.) Amanda, Lindsey, and I attended the Election Training which took place Tuesday, December 5th in Virgnia at St. Louis County for the upcoming Presidential Primary on March 5, 2024. Absentee Voting begins January 19, 2024.

2.) Year-end Reconciliation Process between the Clerk & Treasurer has begun along with preparation for the Spring audit ensuring all files and financial transactions are balanced

3.) 2024 Budgeting Detail will be finalized in December along with meeting packet preparation for the January Re-Organization meeting and the February Board of Audit meeting

4.) Curt and I will be working on several IRRR grants – the application cycle opens in January

5.) If the Board members want any special budget or salary data for next week’s Labor Negotiations let me know! Skelton indicated he wanted 2024 Cost of Living Increase data from Social Security and comparisons on wages from Hoyt Lakes, Aurora, and St. Louis County.

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

* Franchise Fees for Power & Utilities (fiber)
* Road Vacation Filings for the Road Realignments in 2023
* Facilities Capital Improvement Plan & Updated Strategic Plan – Knaus & Curt Anttila

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

Foreman Niemi – Met with the Starken’s; FEMA Culvert Project meetings; Road 45 signs coming; Michael Baland retirement; crew has been graveling. Niemi highly encouraged the Board to fill the second heavy equipment operator vacancy with the 2nd candidate. Skelton thanked Niemi for his input.

Supervisors:

Anttila – requests for improvements to the concession stand have been made by the Laskiainen committee. The Laskiainen meeting went good. We need snow – slide making will begin January 13, 2024. He marked trees at the Loon Lake Community Center lake side that are leaning and need to be cut down for safety reasons.

Kippley – Wants changes made to vacation language in the Local 49 bargaining agremeent.

Skelton – Nothing that hasn’t already been discussed.

**7. TRAINING REQUESTS & MEETING NOTICES**: None

**8. ANNOUNCEMENTS:** Next Regular Meeting: Thursday, January 4, 2024 5:00 P.M. @ City/Town Government Center with the Re-Organization Meeting following; East Range Water Board Meeting: Wednesday, December 20, 2023 4:30 P.M. @ City/Town Government Center; ERJPB Meeting: Tuesday, December 19, 2023 9:00 AM @ City/Town Government Center; Special Closed Meeting for labor negotiations: Wednesday, December 13, 2023 6:00 P.M. @ City/Town Government Center; RAMS Annual Meeting & Dinner: Thursday, December 14, 2023 5:30 P.M. Iron Trail Motors Event Center;

**9. ADJOURNMENT**

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA TO ADJOURN THE REGULAR MEETING AT 6:59 P.M. MOTION CARRIED**

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