REGULAR MEETING

**November 3, 2022**

**Aurora, Minnesota**

***The Regular Meeting of the Town of White was called to order by Chairman Skelton at 5:00 P.M., on Thursday, November 3, 2022, at the City/Town Government Center.***

**ROLL CALL:**

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

Absent: Supervisor Kippley

Also Present: Mike Skinner, Gary Starken, Jeanne Starken, Micheal Starken, Talicia Honkola, Kim Wick, Curtis Wick, Cheryl Cadwell, Bonnie Little, Donald Little, Chase Bement, Kathy Lee, Bill Cadwell, Matt Baudek, Mark & Mia Howard, Bob Koschak, Bill Lesar, Resident (signature not readable)

**1. APPROVAL OF CONSENT AGENDA**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO APPROVE THE CONSENT AGENDA WHICH INCLUDED TOWNSHIP BOARD MEETING MINUTES ROM OCTOBER 6, 2022, ALL BILLS AND PAYROLL AS PRESENTED BELOW, COMMITTEE MINUTES AND REPORTS, AND CORRESPONDENCE TO BE FILED FOR OCTOBER 2022. MOTION CARRIED**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check#** | **Vendor** | **Description** |  **Total**  |
| CC10-03-22 | Cardmember Service | Supplies |  $ 926.61  |
| D10-05-22 | Empower | Employee Contributions |  $ 310.00  |
| DD10052201 | Payroll Period Ending 10/01/2022 | Regular Payroll Ending 10/01/2022 |  $ 860.21  |
| DD10052202 | Payroll Period Ending 10/01/2022 | Regular Payroll Ending 10/01/2022 |  $ 412.08  |
| DD10052203 | Payroll Period Ending 10/01/2022 | Regular Payroll Ending 10/01/2022 |  $ 1,391.14  |
| DD10052204 | Payroll Period Ending 10/01/2022 | Regular Payroll Ending 10/01/2022 |  $ 1,010.25  |
| DD10052205 | Payroll Period Ending 10/01/2022 | Regular Payroll Ending 10/01/2022 |  $ 2,526.14  |
| DD10052206 | Payroll Period Ending 10/01/2022 | Regular Payroll Ending 10/01/2022 |  $ 1,688.53  |
| DD10052207 | Payroll Period Ending 10/01/2022 | Regular Payroll Ending 10/01/2022 |  $ 2,148.89  |
| DD10052208 | Payroll Period Ending 10/01/2022 | Regular Payroll Ending 10/01/2022 |  $ 1,971.18  |
| DD10052209 | Payroll Period Ending 10/01/2022 | Regular Payroll Ending 10/01/2022 |  $ 1,285.43  |
| DD10052210 | Payroll Period Ending 10/01/2022 | Regular Payroll Ending 10/01/2022 |  $ 1,637.83  |
| F10-05-22 | E.F.T.P.S. | Employee Withholding PPE 10-05-22 |  $ 5,233.24  |
| M10-05-22 | MN Department of Revenue | Withholding Paycheck 10/05/22 |  $ 987.64  |
| P10-05-22 | P.E.R.A. | Retirement Deduction 10/05/22 |  $ 2,684.05  |
| 34178 | East Mesabi Sanitation | Refuse Collection Sep 2022 |  $ 12,613.17  |
| 34179 | Zito Media | Fire Hall & PW Telephone & Internet |  $ 408.12  |
| 34180 | Bougalis & Sons | Army Corps Project #9 Final Payment |  $ 22,113.95  |
| 34181 | Town of White Petty Cash Fund | Postage |  $ 130.75  |
| 34182 | Victor Giddings | Snowplowing Cancellation Refund |  $ 325.00  |
| 34183 | Minnesota Association of Townships | Annual Conference |  $ 570.00  |
| DD10192201 | Payroll Period Ending 10/15/2022 | Regular Payroll Ending 10/15/2022 |  $ 845.11  |
| DD10192202 | Payroll Period Ending 10/15/2022 | Regular Payroll Ending 10/15/2022 |  $ 240.38  |
| DD10192203 | Payroll Period Ending 10/15/2022 | Regular Payroll Ending 10/15/2022 |  $ 1,372.14  |
| DD10192204 | Payroll Period Ending 10/15/2022 | Regular Payroll Ending 10/15/2022 |  $ 2,706.06  |
| DD10192205 | Payroll Period Ending 10/15/2022 | Regular Payroll Ending 10/15/2022 |  $ 1,653.53  |
| DD10192206 | Payroll Period Ending 10/15/2022 | Regular Payroll Ending 10/15/2022 |  $ 2,174.69  |
| DD10192207 | Payroll Period Ending 10/15/2022 | Regular Payroll Ending 10/15/2022 |  $ 1,900.37  |
| DD10192208 | Payroll Period Ending 10/15/2022 | Regular Payroll Ending 10/15/2022 |  $ 1,250.43  |
| DD10192209 | Payroll Period Ending 10/15/2022 | Regular Payroll Ending 10/15/2022 |  $ 1,602.83  |
| ST10-19-22 | MN Dept of Revenue - Sales Tax | Sales Tax - SEP 22 |  $ 1,398.00  |
| J10-20-22 | Department of Employment & Economic Development | Unemployment Benefits Paid |  $ 131.94  |
| D10-19-22 | Empower | Employee Contributions |  $ 310.00  |
| F10-19-22 | E.F.T.P.S. | Employee Withholding PPE 10-19-22 |  $ 4,935.38  |
| M10-19-22 | MN Department of Revenue | Withholding Paycheck 10/19/22 |  $ 936.32  |
| P10-19-22 | P.E.R.A. | Retirement Deduction 10/19/22 |  $ 2,680.02  |
| 34184 | Hunt Electric Corporation | Security System & Installation |  $ 16,870.00  |
| 34185 | APG Media of MN | Meeting Notices |  $ 320.00  |
| 34186 | Anttila, Craig | Travel Expenses |  $ 26.29  |
| 34187 | Couri & Ruppe, P.L.L.P. | Annexation Legal Services |  $ 115.00  |
| 34188 | Como Oil & Propane | Propane |  $ 1,866.68  |
| 34189 | DS Solutions | Election Supplies |  $ 60.85  |
| 34190 | Essentia Health | Random Tests |  $ 120.00  |
| 34191 | Excel Business Systems | Service Contract |  $ 269.80  |
| 34192 | Edwards Oil | glasses, gloves, Oil pads |  $ 897.08  |
| 34193 | Hoyt Lakes, City of | Ambulance Agreement |  $ 600.00  |
| 34194 | Lawson Products | paint, screws, 8 bags of balancing compound |  $ 766.06  |
| 34195 | Lake Country Power | Electric Service |  $ 2,058.00  |
| 34196 | L & M Fleet Supply, Inc. | Supplies |  $ 72.95  |
| 34197 | Minnesota Pump Works | Service, Annual Sentry Monitoring Fee |  $ 60.00  |
| 34198 | Minnesota Power | Electric Service |  $ 24.09  |
| 34199 | Minnesota Power | Electric Service |  $ 214.26  |
| 34200 | Minnesota Power | Electric Service |  $ 244.72  |
| 34201 | Mesabi Bituminous Inc | Hot Mix Pineville, Lane 49 |  $ 1,974.96  |
| 34202 | Aurora Auto Value | Truck #5 |  $ 630.56  |
| 34203 | APG Media of MN | Meeting Notice, Election Ad |  $ 4,443.80  |
| 34204 | Bradach Lumber | Straps, Supplies |  $ 141.84  |
| 34205 | Colosimo, Patchin, & Kearney, LTD | Legal Services |  $ 415.00  |
| 34206 | Fred Faust | Small Tools; Freight |  $ 179.63  |
| 34207 | Madison National Life Ins Co, Inc | PW FICA for STD |  $ 642.60  |
| 34208 | MN Department of Health | LLCC License |  $ 375.00  |
| 34209 | MN State Fire Dept Association | Dues |  $ 175.00  |
| 34210 | Mid-State Truck Service, Inc. | Fire Truck |  $ 47.81  |
| 34211 | Linde Gas & Equipment Inc. | Welding Supplies/Services |  $ 172.38  |
| 34212 | Menard's-Virginia | Supplies |  $ 265.07  |
| 34213 | Niemi, Clark | Travel Expenses |  $ 588.38  |
| 34214 | Gross, Amanda | Travel Expenses |  $ 119.00  |
| 34215 | Nuss Truck & Equipment | Truck #4 |  $ 754.30  |
| 34216 | PeopleService Inc. | W/WW Professional Services |  $ 350.00  |
| 34217 | PB Distributing Inc.-Phil's Garage | Door Repairs |  $ 719.50  |
| 34218 | Polansky, Roxane | Clothing Allowance |  $ 114.98  |
| 34219 | Polansky, Roxane | Travel Expenses |  $ 168.76  |
| 34220 | Range Paper | Supplies |  $ 864.05  |
| 34221 | Ruben Valdes | Refund for Culvert Overpayment |  $ 74.86  |
| 34222 | Ray Erickson | Animal Control |  $ 3,250.00  |
| 34223 | Knaus, Jodi | Travel Expenses |  $ 215.50  |
| 34224 | St. Louis County Auditor-PW | September 2022 Fuel |  $ 5,764.08  |
| 34225 | Renner, Richard | Travel Expenses |  $ 422.26  |
| 34226 | Peterson, Wesley | Travel Expenses |  $ 176.00  |
| 34227 | Towmaster | Truck #5 Plow parts |  $ 622.51  |
| 34228 | Vault Health | Employee Testing |  $ 178.14  |
| 34229 | I.U.O.E. Local 49 Fringe Benefits | DEC 2022 Group Insurance |  $ 12,105.00  |
| 34230 | Central Pension Fund | Retirement Contributions OCT 22 |  $ 2,871.22  |
| 34231 | XZ6344990 | Health Care Savings |  $ 40.31  |
| 34232 | XZ6272397 | HCSP Reimbursement |  $ 416.30  |
| 34233 | Peterson, Wesley | Clothing Allowance |  $ 276.90  |
| 34234 | Madison National Life Ins Co, Inc | Disability Insurance |  $ 334.61  |
| 63212 | Colonial Life | OCT 22 Employee Deductions |  $ 592.98  |
| 63213 | MN NCPERS | Employee Deductions Nov 2022 |  $ 48.00  |
| 63214 | Minnesota Life Insurance Company | Employee/Employer Insurance |  $ 165.20  |
| DD10312201 | Payroll Period Ending 10/31/2022 | Monthly Payroll October 2022 |  $ 373.90  |
| DD10312202 | Payroll Period Ending 10/31/2022 | Monthly Payroll October 2022 |  $ 128.77  |
| DD10312203 | Payroll Period Ending 10/31/2022 | Monthly Payroll October 2022 |  $ 249.58  |
| DD10312204 | Payroll Period Ending 10/31/2022 | Monthly Payroll October 2022 |  $ 257.55  |
| DD10312205 | Payroll Period Ending 10/31/2022 | Monthly Payroll October 2022 |  $ 402.26  |
| F10-31-22 | E.F.T.P.S. Monthly | Employee Deductions |  $ 166.19  |
| M10-31-22 | MN Department of Revenue Monthly | Employee Withholding |  $ 43.98  |
| P10-31-22 | P.E.R.A. Monthly | Retirement Deductions |  $ 184.00  |
|  |  | **TOTAL** |  **$ 152,459.91**  |

**2. THE TREASURER’S REPORT FOR THE MONTH OF OCTOBER 2022, LISTED RECEIPTS IN THE AMOUNT OF $19,828.86:**

|  |  |
| --- | --- |
| 2022 MN DNR PiltHinsz Annual Easement PaymentAgricultural market value2022 Primary Election Reimbursement (Aurora)Refuse RevenueGarbage Bag Revenue2022 Mineral Lease Excess RevenueLLCC Rental FeesCulvertsSnowplowing FeesWater Disconnection/Reconnection Fees | 3,077.57400.001,531.791,681.7878.113,948.0025.69200.001,925.146,825.00100.00 |
| Interest Earned | 35.78 |
| **TOTAL** | **$19,828.86** |

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO ACCEPT THE TREASURER’S REPORT FOR THE MONTH OF OCTOBER 2022 RECEIPTS AS READ. MOTION CARRIED**

**3. CITIZENS/GUESTS**: Jeanne Starken - Starken stated her family has been maintaining the public boat landing and property at Twin Lakes next to her residence at no cost to the Township and could have their personal attorney send the Township a bill. They know the property was recently survyed and heard a campground was being pursued. She wanted confirmation the Township has hired a company out of Duluth for a campground and economic develoment. Knaus replied no company has been hired for a campgound and Skelton also confirmed the campgound discussion hasn’t even taken place – there is a Special Meeting scheduled for December 16 for stragetic planning of both the Loon Lake and Twin Lakes facilities. Nothing has been decided. Knaus added Northspan out of Duluth is the East Range Joint Powers Board consulting firm hired for all four communities working on a number of objectives for the east range communities regional projects like broadband and housing. After consulting the EPA, DNR, St. Louis County Commissioner and other agencies, Starken voiced strong concern about safety issues, environmental concerns, and voiced residents are against having a campground at South Twin. Skelton told Starken she was the only one who could speak because she was the only person listed on the agenda and would have to represent all present. Starken presented a signed petition by Township residents “We are signing this petition because we reject a campground on South Twin. We are Town of White tax payers and local citizens who utilize the lake and beach.” The petition has fifty-four (54) signatures. Starken continued to speak and began polling the Board by asking Clerk Knaus if she lived in the Township and if she would want a campground next to her residence. Skelton stopped Starken from continuing to do so after Clerk Knaus stated yes, she did live in the Township. Starken stated there would be zoning issues, speeding issues and it could be very costly to the Township because a host would be needed in addition to the money invested. They would like to see taxpayers monies put into the activities or things for the youth. Skelton thanked Starken for her input and ideas and encouraged all present to continue to be involved in the Township’s planning and invited them to the annual meetings held twice a year and the Special Meeting next month.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA FORMALLY ACCEPTING THE PETITION ON NOVEMBER 3, 2022 TO BE PLACED ON FILE. MOTION CARRIED**

**4. UNFINISHED BUSINESS:**

4.1 Fire Department Updates –The 2022 Fire State Aid Notice of PVFD receiving $13,705.87 was reviewed. There is also a DNR matching grant up to $10,000.00. They purchased some chain saws. Skinner brought forward a discussion about funeral home lift assists; requests are becoming more frequent by the funeral home for removing the deceased from the home and he doesn’t believe he has adequate staffing for assisting and is questioning is this the Fire Department’s role. Skelton responded once law enforcement arrives on the scene, the Fire Department personnel can leave. However, this is a judgement call for the Fire Department of when to leave, when to respond, and when not too respond. This is not a Township Board decision. Skelton encouraged Skinner to bring this discussion up at the next St. Louis County User Board meeting. The pancake feed was a success! Skinner would like four members to attend next year’s Fire Chief’s Association Conference which he had to miss this year due to the pancake feed. The Fire Hall Roof has issues and it needs to be addressed. The Board directed Skinner to inspect the roof and report back to the Board.

4.2 Stepetz Road – Logging & Removal of Stumpage Discussion

 Mr. Krueger extended his proposal provided last month for work to be performed between April and June 2023. The Township Board needs to determine what kind and how much wood is on the property by having it cruised and then advertise for bids for removal of the wood. Two private names were provided by St. Loius County and Matt Baudek in the audience recommended the Township contact Itasca Woodland Services.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING KNAUS TO CONTACT ITASCA WOODLAND SERVICES AND THE TWO INDIVIDUAL NAMES PROVIDED BY ST. LOUIS COUNTY FOR QUOTES IF THEY ARE INTERESTED IN CRUISING THE PROPERTY FOR THE TOWNSHIP. MOTION CARRIED**

4.3 Joint Water Project – Easement maps were provided by SEH and the intake site has been marked for tree clearing.

4.4 Wynne Ridge/Rocky Road Bituminous Project- Final payment to St. Louis County is pending receipt of invoice.

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

4.5 Wynne Ridge & Rock N Pines Broadband Infrastructure Project Update – Permitting & Pre-Construction planning will be complete in December. Mediacom provided an update on the Project with contacts.

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

4.6 Cemetery Land Title/Legal Description – No new updates. Kearney will contact Charles Halmet and find out how the probate is going with the estate.

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

4.7 IRRRB Community Sign Grant Awarded $29,000.00 – The sign has been ordered and will arrive in December.

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

4.8 IRRRB Residential Demolition Project Update -Resident was notified of the timelines. No new updates.

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

4.9 Twin Lakes Future Planning Discussion – Northern Lights Survey was reviewed. Planning discussion will take place at the Special Meeting scheduled for November 16, 2022.

4.10 Bouncy House Rental – LMCIT informed the Township Parks and Recreation Immunity applies. A rental agreement has been updated to include damage fees and rental costs. The Board will review it and bring any changes forward at the Special Meeting on November 16, 2022.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO TABLE TO SPECIAL MEETING ON NOMVEMBER 16, 2022. MOTION CARRIED**

**5. NEW BUSINESS:**

5.1 Diamond Mowers Flail Mower Quote

 **IT WAS MVOED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE PURCHASE OF A FLAIL MOWER FROM DIAMOND MOWERS IN THE AMOUNT OF $14,663.00. MOTION CARRIED**

5.2 Nuss 2024 Mack Truck Quote & Towmaster Implement Quote

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING PURCHASE OF THE 2024 MACK TRUCK IN THE AMOUNT OF $136,770.00 FROM NUSS TRUCK & EQUIPMENT INC. MOTION CARRIED**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON APPROVING THE PURCHASE OF THE IMPLEMENTS AND ACCESSORIES FOR THE 2024 MACK TRUCK FROM TOWMASTER INC. IN THE AMOUNT OF $166,196.00. MOTION CARRIED**

5.3 St. Louis County Bridge Reconstruction Project in Township Notice was reviewed. No action is needed.

5.4 RAMS Annual Dinner Invitation – RSVP is required

5.5 RAMS Notice of Nominations

5.6 Property/Casualty Insurance Renewal LMCIT

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO NOT WAIVE THE LIMITS FOR THE LIABILITY WAIVER FOR THE TOWNSHIP’S PROPERTY/CASUALTY INSURACE POLICY. MOTION CARRIED**

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO SET JARED AHRENS COMMISSION AT 8% FOR BEING THE AGENT FOR THE TOWNSHIP’S INSURANCE. MOTION CARRIED**

**6. REPORTS:**

Clerk’s Report

1.) Absentee Voting has been busy! General Election is on November 8, 2022! Election judges are confirmed for each precinct. Public Accuracy Testing took place yesterday, November 2, 2022. Office will be open Saturday, November 5th from 10:00 AM to 3:00 PM and on Monday, November 7th until 5:00 PM for voting;

**2.) We are still waiting for next steps/communication regarding the Voyageur’s Retreat Association case in the District Court.**

**3.) Jim Jones signed the Caretaker Lease and it is on file in the office.**

**4.) I attended the Housing Summit at the ITMEC center in Virginia yesterday. LOTS of Information learned and will share at the Special Meeting in November which may be beneficial for planning for our facilities using the SLC HRA.**

**5.) Quarterly reports for payroll taxes and unemployment were filed.**

**6.) Clark, Amanda, and I attended the MN Association of Townships Annual Conference in St. Cloud October 14-15, 2022. Amanda and I attended sessions on elections and the CTAS program we use for payroll, receipts, and disbursements. Improvements have been made in the number of codes we have available and in reporting. Clark attended sessions on grading, culverts and road maintenance.**

**7.) I met with Jamie Gardner. He will be putting together a presentation for the next Annual Meeting to explain how the garbage service works.**

**8.) Office will be closed Friday, November 11th to observe Veteran’s Day and Thursday & Friday, November 24-25 to observe Thanksgiving.**

**9.) Employee out on personal medical leave will be returning to work Monday, November 7, 2022.**

**10.) Phone upgrade is complete in the office. Internet upgrade is temporarily in place but new equipment is needed for the switches and the City/Town will be moving to one firewall instead of us each having our own. VC3 (formerly CW Technology will need to be contacted to perform this work).**

**11.) Pending: Notification of Official Filings of Road Vacations for Lake Court & Road 45/Lane 51 with St. Louis County;**

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

Foreman Niemi – Crane inspection was done; Pavilion door and locks for security system are finished; ball field work is done; a new scoreboard would be nice. Lake Mine dock is out; Concession stand wiring is completed;

Supervisors:

Skelton – wanted verification letter was sent to resident who requested basketball hoop at Twin Lakes and Knaus verified the letter was sent;

Anttila – Attended Broadband meeting hosted by RAMS – large groups and areas need to get together this is the only way projects will get funded in our area; directed Niemi to talk to St. Louis County about the Township doing ditching on Highway 100 prior to any blacktopping and road work being done next summer;

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON DIRECTING NIEMI TO INSTALL CHILDREN AT PLAY AND SPEED SIGNS ON TWIN LAKES LOOP ROAD. MOTION CARRIED**

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

**9. ANNOUNCEMENTS:** Next Regular Meeting: Thursday, December 1, 2022 5:00 P.M. @ City/Town Government Center; East Range Water Board Meeting: Wednesday, November 16, 2022 4:30 P.M. @ City/Town Government Center; ERJPB Meeting: Tuesday, November 22, 2022 9:00 AM @ City/Town Government Center; CAP Meeting: Thursday, December 1, 2022 11:30 A.M. @ Giants Ridge; Board of Canvass Special Meeting: Wednesday, November 16, 2022 5:45 P.M. @ City/Town Government Center; Special Meeting: Wednesday, November 16, 2022 6:00 P.M. @ City/Town Government Center; RAMS Annual Dinner & Meeting: December 15, 2022 Iron Trail Event Center; Virginia, MN; SLCAT Meeting: Wednesday, December 7, 2022 6:00 P.M. at Cotton Community Center;

**10. ADJOURNMENT**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO ADJOURN THE REGULAR MEETING AT 6:00 P.M. MOTION CARRIED**

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