REGULAR MEETING

**October 6, 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, October 6, 2022, 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, Jamie Gardner, Gary Starken, Robert Krueger, Mrs. Krueger

**1. APPROVAL OF CONSENT AGENDA**

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA TO APPROVE THE CONSENT AGENDA WHICH INCLUDED TOWNSHIP BOARD MEETING MINUTES ROM SEPTEMBER 1, 2022, ALL BILLS AND PAYROLL AS PRESENTED BELOW, COMMITTEE MINUTES AND REPORTS, AND CORRESPONDENCE TO BE FILED FOR SEPTEMBER 2022. MOTION CARRIED**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check#** | **Vendor** | **Description** |  **Total**  |
| 34124 | East Mesabi Sanitation | Refuse Collection Aug 2022 |  $ 12,882.40  |
| D09-07-22 | Empower | Employee Contributions |  $ 310.00  |
| DD09072201 | Payroll Period Ending 09/03/2022 | Regular Payroll Ending 09/03/2022 |  $ 860.21  |
| DD09072202 | Payroll Period Ending 09/03/2022 | Regular Payroll Ending 09/03/2022 |  $ 533.20  |
| DD09072203 | Payroll Period Ending 09/03/2022 | Regular Payroll Ending 09/03/2022 |  $ 1,391.14  |
| DD09072204 | Payroll Period Ending 09/03/2022 | Regular Payroll Ending 09/03/2022 |  $ 2,361.75  |
| DD09072205 | Payroll Period Ending 09/03/2022 | Regular Payroll Ending 09/03/2022 |  $ 1,688.53  |
| DD09072206 | Payroll Period Ending 09/03/2022 | Regular Payroll Ending 09/03/2022 |  $ 2,088.08  |
| DD09072207 | Payroll Period Ending 09/03/2022 | Regular Payroll Ending 09/03/2022 |  $ 1,884.33  |
| DD09072208 | Payroll Period Ending 09/03/2022 | Regular Payroll Ending 09/03/2022 |  $ 1,285.43  |
| DD09072209 | Payroll Period Ending 09/03/2022 | Regular Payroll Ending 09/03/2022 |  $ 1,637.83  |
| F09-07-22 | E.F.T.P.S. | Employee Withholding PPE 09-07-22 |  $ 4,806.46  |
| M09-07-22 | MN Department of Revenue | Withholding Paycheck 9/07/22 |  $ 902.98  |
| P09-07-22 | P.E.R.A. | Retirement Deduction 09/07/22 |  $ 2,640.70  |
| 34125 | MCFOA Region II | Training Fee |  $ 40.00  |
| 34126 | Zito Media | Fire Hall & PW Telephone & Internet |  $ 412.11  |
| 34127 | Lake Country Power | Electric Service |  $ 2,318.79  |
| 63207 | Palo Volunteer Fire Department | Good Will Fund Jun & July 2022 |  $ 170.00  |
| DD09142201 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 14.71  |
| DD09142202 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 172.39  |
| DD09142203 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 132.97  |
| DD09142204 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 253.20  |
| DD09142205 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 152.68  |
| DD09142206 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 34.42  |
| DD09142207 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 211.81  |
| DD09142208 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 201.95  |
| DD09142209 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 152.68  |
| DD09142210 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 14.71  |
| DD09142211 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 34.42  |
| DD09142212 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 14.71  |
| DD09142213 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 399.05  |
| DD09142214 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 152.68  |
| DD09142215 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 93.55  |
| DD09142216 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 34.42  |
| DD09142217 | Payroll Period Ending 06/29/2022 | FD June Payroll |  $ 14.71  |
| FD9-14-22 | E.F.T.P.S. FD | Withholding Tax |  $ 63.88  |
| DD09152201 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 14.71  |
| DD09152202 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 146.77  |
| DD09152203 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 34.42  |
| DD09152204 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 213.78  |
| DD09152205 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 164.51  |
| DD09152206 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 83.69  |
| DD09152207 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 152.68  |
| DD09152208 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 211.81  |
| DD09152209 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 166.48  |
| DD09152210 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 83.69  |
| DD09152211 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 44.27  |
| DD09152212 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 14.71  |
| DD09152213 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 310.36  |
| DD09152214 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 162.53  |
| DD09152215 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 44.27  |
| DD09152216 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 24.56  |
| DD09152217 | Payroll Period Ending 07/30/2022 | FD July Payroll |  $ 24.56  |
| FD9-15-22 | E.F.T.P.S. FD | Withholding Tax |  $ 58.40  |
| 34128 | MFSCB | Thorne FFII Certification |  $ 25.00  |
| D09-21-22 | Empower | Employee Contributions |  $ 310.00  |
| DD09212201 | Payroll Period Ending 09/17/2022 | Biweekly Payroll Ending 9/17/22 |  $ 845.11  |
| DD09212202 | Payroll Period Ending 09/17/2022 | Biweekly Payroll Ending 9/17/22 |  $ 274.72  |
| DD09212203 | Payroll Period Ending 09/17/2022 | Biweekly Payroll Ending 9/17/22 |  $ 1,372.14  |
| DD09212204 | Payroll Period Ending 09/17/2022 | Biweekly Payroll Ending 9/17/22 |  $ 786.21  |
| DD09212205 | Payroll Period Ending 09/17/2022 | Biweekly Payroll Ending 9/17/22 |  $ 2,094.19  |
| DD09212206 | Payroll Period Ending 09/17/2022 | Biweekly Payroll Ending 9/17/22 |  $ 1,669.99  |
| DD09212207 | Payroll Period Ending 09/17/2022 | Biweekly Payroll Ending 9/17/22 |  $ 2,053.08  |
| DD09212208 | Payroll Period Ending 09/17/2022 | Biweekly Payroll Ending 9/17/22 |  $ 2,030.79  |
| DD09212209 | Payroll Period Ending 09/17/2022 | Biweekly Payroll Ending 9/17/22 |  $ 1,250.43  |
| DD09212210 | Payroll Period Ending 09/17/2022 | Biweekly Payroll Ending 9/17/22 |  $ 1,602.83  |
| F09-21-22 | E.F.T.P.S. | Employee Withholding PPE 09-21-22 |  $ 4,929.07  |
| M09-21-22 | MN Department of Revenue | Withholding Paycheck 9/21/22 |  $ 924.91  |
| P09-21-22 | P.E.R.A. | Retirement Deduction 09/21/22 |  $ 2,560.96  |
| ST09-27-22 | MN Dept of Revenue - Sales Tax | Sales Tax - Aug 22 |  $ 1,475.00  |
| 34129 | A1 Services, Inc. | Pumping Holding Tank |  $ 337.50  |
| 34130 | Aurora, City of | Shredding |  $ 20.00  |
| 34131 | Aurora Auto Value | Tools |  $ 32.45  |
| 34132 | Michael Baland | Clothing Allowance |  $ 129.00  |
| 34133 | Bradach Lumber | Straps |  $ 18.98  |
| 34134 | Colosimo, Patchin, & Kearney | Legal Services |  $ 415.00  |
| 34135 | Excel Business Systems | Service Contract |  $ 260.85  |
| 34136 | East Range Joint Powers Board | 4th Qtr 2022 |  $ 3,750.00  |
| 34137 | East Range Times | Ads |  $ 162.15  |
| 34138 | Eveleth Floral Co. & Greenhouse | Nelson & Polansky |  $ 140.00  |
| 34139 | Frontier | Telephone Service |  $ 625.46  |
| 34140 | Hoyt Lakes, City of | Ambulance Agreement |  $ 600.00  |
| 34141 | Amanda Gross | Travel Expenses, OT Meal |  $ 150.88  |
| 34142 | Northland Lawn & Sport | Key for JD Mower |  $ 14.08  |
| 34143 | L & M Fleet Supply, Inc. | Traps, Gloves, Battery, Fuel, Coffee Maker |  $ 477.44  |
| 34144 | Linde Gas & Equipment Inc. | Welding Supplies/Services |  $ 176.59  |
| 34145 | Knaus, Jodi | Travel Expenses, OT Meals |  $ 565.38  |
| 34146 | League of MN Cities Insurance  | 2022 Fall Forums |  $ 30.00  |
| 34147 | Lakehead Constructors, Inc. | Door Replacement |  $ 2,600.00  |
| 34148 | Mesabi Tribune | Ads |  $ 133.95  |
| 34149 | Minnesota Power | Electric Service |  $ 239.74  |
| 34150 | Minnesota Power | Electric Service |  $ 197.12  |
| 34151 | Minnesota Power | Electric Service |  $ 25.47  |
| 34152 | Lawson Products | drill bits, screws |  $ 648.50  |
| 34153 | Niemi, Clark | Travel Expenses |  $ 353.00  |
| 34154 | Polansky, Roxane | Clothing Allowance |  $ 18.99  |
| 34155 | Paramount Safety & Training | Fire Extinguishers |  $ 2,082.66  |
| 34156 | Paramount Safety & Training | Fire Extinguishers |  $ 831.36  |
| 34157 | PeopleService Inc. | W/WW Professional Services |  $ 350.00  |
| 34158 | Portable John | Toilets August - Sep 6, 2022 |  $ 666.28  |
| 34159 | Renner, Richard | Clothing Allowance |  $ 136.86  |
| 34160 | St. Louis County Auditor-PW | August 2022 Fuel |  $ 4,935.80  |
| 34161 | Towmaster | Truck #5 Plow Frog |  $ 3,333.00  |
| 34162 | Twin Ports Paper & Supply | Sanitizer |  $ 53.67  |
| 34163 | United Rentals | Lift Rental to Install Cameras |  $ 493.59  |
| 34164 | VC3 | Technology Service Contract |  $ 322.00  |
| 34165 | Uline | Cabinet & Bin Label Holder |  $ 1,702.98  |
| 34166 | VC3 | Tech Support |  $ 43.75  |
| 34167 | Uline | Chair Mats |  $ 223.84  |
| 34168 | I.U.O.E. Local 49 Fringe Benefits | Nov 2022 Group Insurance |  $ 10,760.00  |
| 34170 | Madison National Life Ins Co, Inc | LTD/STD Sep 2022 |  $ 334.61  |
| 34171 | XZ2234345 | HCSP Reimbursement |  $ 1,408.00  |
| 34172 | XZ6344990 | Health Care Savings |  $ 45.00  |
| 34173 | Central Pension Fund | Employer Paid Pension Sep 22 |  $ 2,871.22  |
| 34174 | Range Paper | Supplies |  $ 59.24  |
| 34175 | O'Day Equipment, LLC | Yearly Smart Testing |  $ 1,285.88  |
| 34176 | Short Elliot Hendrickson, Inc. | Wynne Ridge Rocky Road |  $ 985.00  |
| 34177 | Range Office Supply & Equipment  | Mugs |  $ 720.00  |
| 63208 | MN NCPERS | Employee Deductions June & Oct 22 |  $ 96.00  |
| 63209 | Colonial Life | Sep 22 Employee Deductions |  $ 592.98  |
| 63210 | Minnesota Life Insurance Company | Employee/Employer Insurance |  $ 165.20  |
| 63211 | I.U.O.E. Local 49 | Union Dues OCT 2022 |  $ 280.00  |
| CC09-02-22 | Cardmember Service | Website, SAMS membership, TV FD, Election Supplies, Tabs |  $ 4,214.35  |
| DD09302201 | Payroll Period Ending 09/30/2022 | Monthly Payroll September 2022 |  $ 373.90  |
| DD09302202 | Payroll Period Ending 09/30/2022 | Monthly Payroll September 2022 |  $ 128.77  |
| DD09302203 | Payroll Period Ending 09/30/2022 | Monthly Payroll September 2022 |  $ 273.90  |
| DD09302204 | Payroll Period Ending 09/30/2022 | Monthly Payroll September 2022 |  $ 257.55  |
| DD09302205 | Payroll Period Ending 09/30/2022 | Monthly Payroll September 2022 |  $ 514.52  |
| F09-30-22 | E.F.T.P.S. Monthly | Employee Deductions |  $ 172.76  |
| M09-30-22 | MN Dept of Revenue Monthly | Employee Withholding |  $ 45.50  |
| P09-30-22 | P.E.R.A. Monthly | Retirement Deductions |  $ 199.00  |
|  |  | **TOTAL** |  **$ 119,605.21**  |

**2. THE TREASURER’S REPORT FOR THE MONTH OF SEPTEMBER 2022, LISTED RECEIPTS IN THE AMOUNT OF $505,402.70:**

|  |  |
| --- | --- |
| Disparity Reduction AidArmy Corps Sec 569 ReimbursementTaconite Municipal AidSLC Road MaintenanceLCP Round-UP Grant for FDGarbage Bag RevenueLLCC Rental FeesRefuse RevenueRefunds & Reimbursements2022 Mineral Rents/RoyaltiesSnowplowing FeesCemetery RevenueWater Disconnection/Reconnection FeesCulvert Permit FeePropane Reimbursement | 114,191.00199,892.6294,010.0085,000.002,000.001,464.00150.00286.67150.0053.337,800.00200.00100.0050.0020.09 |
| Interest Earned | 34.99 |
| **TOTAL** | **$505,402.70** |

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

**4. CITIZENS/GUESTS**: None

**5. UNFINISHED BUSINESS:**

5.1 Fire Department Updates – Fire Department received Operation Round-Up Grant from Lake Country Power in the amount of $2,000.00. The Board reviewed the $18,041.52 in grant funds received to date from Susie Parkhursts grant writing. Skinner wants to know how the money can be secured and not rolled over or lost. The solution is to pull the money out of general checking acount and put into a savings account if the funds aren’t spent by the end of the year. The Fire Department had 11 runs in September, 10 being medical calls and one being a vehicle fire. Skinner will miss the Annual MN Fire Chiefs Association Conference this year due to the annual pancake feed but wants to go next year. Each member will receive $300 in training funds from the MN Board of Fire Fighter Training. Kippley asked if the bylaws have been updated to include training requirements and if those requirements are being maintained by members. Skinner responded the department is doing the best they can to keep up with required trainings and certifications. There’s always room for improvement.

5.2 Stepetz Road – Logging & Removal of Stumpage Discussion

 Property owned by the Township needs to be cleared to access the gravel for future projects. Robert Krueger heard the Township was interested in clearing the property and brought a formal written offer. The Board would like to find out the value of the wood before advertising for quotes and/or bids (the value will determine if it will be advertised as quotes or sealed bids) for approximately 15 acres of timber. Niemi indicated this needs to be done in the next two years, so there is no rush. Public Works could clear the stumps after the property is cleared.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO ACCEPT & FILE FORMAL OFFER FROM KRUEGER FOREST PRODUCTS, LLC FOR CLEARING THE GRAVEL PIT ON STEPETZ ROAD UNDERSTANDING THE OFFER IS VALID FOR 30 DAYS. MOTION CARRIED**

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO POST AND ADVERTISE FOR RFP’S IN THE MESABI TRIBUNE AS SOON AS POSSIBLE. MOTION CARRIED**

 **IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON DIRECTING OFFICE STAFF TO CALL ST. LOUIS COUNTY LAND & MINERALS DEPARTMENT AND ASK THEM TO CRUISE THE PROPERTY TO DETERMINE VALUE & AMOUNT OF PRODUCT TO SELL/REMOVE FROM THE PROPERTY AND WITHDRAW THE MOTION TO ADVERTISE AT THIS TIME. MOTION CARRIED**

5.3 Joint Water Project – The Board reviewed Rosa’s Counter Proposal for obtaining the easement to put in the water line in exchange for the two Pineville lots. Rosa now wants in addition to the lots the alley vacated/extinguished between the lots which would mean additional legal fees, engineering fees, and a timely process for the Township Board and delaying the water project. The Board has other legal means to use if necessary. SEH has not marked the property to be cleared at the intake site. The Township will be providing the staff and equipment along with Aurora staff to clear the trees once the property is marked. Jon will bring this up at the next water board meeting. Anttila thanked Jon, Clark, and Jodi for all fo their work on this project.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO STAY WITH THE ORIGINAL OFFER AND DENY THE COUNTER PROPOSAL BY MR. ROSA AND DIRECTING CLERK KNAUS TO CONTACT DAN HINZMANN AT SEH INFORMING HIM OF THE DECISION SO HE MAY CONTACT MR. ROSA. MOTION CARRIED**

5.4 Wynne Ridge/Rocky Road Bituminous Project – Road surfacing project is complete. Final payment to St. Louis County is pending receipt of invoice.

 **IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY TO PAY INVOICE #432360 TO SEH IN THE AMOUNT OF $985.00. MOTION CARRIED**

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

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

5.6 Property for Sale PID 570-0010-00651 –After conducting research on allowable uses for the property, set-backs, and high-water marks coupled with the cost for the property and limitations the Board determined not to pursue this purchase at this time. Skelton would like to focus on putting our time and resources into property we already own.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO REMOVE FROM THE AGENDA. MOTION CARRIED**

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING STAFF TO RESEARCH ALLOWABLE USES FOR PROPERTY OWNED BY THE TOWNSHIP. MOTION CARRIED**

5.7 IRRRB Community Sign Grant Awarded $29,000.00 – The sign has been ordered and will arrive in December. Site prep needs to occur prior to that date. Knaus will send Niemi the design specifications. Niemi informed the Board it may be hard to get concrete right now for installing the base.

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

5.9 Twin Lakes Future Planning Discussion – property will be surveyed in October by Northern Lights Surveying Company. The DNR Grant Opportunity should be opening soon for 2023 with a match up to $300,000.00. A Special Meeting needs to be scheduled to discuss Twin Lakes & LLCC in detail.

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA TO ACCEPT AND FILE ESTIMATE #1664 RECEIVED FROM MESABI MASONRY FOR UPGRADING THE PICNIC SHELTERS AT TWIN LAKES AT A COST OF $42,915.00. MOTION CARRIED**

 **IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO ACCEPT AND FILE ESTIMATE #1665 RECEIVED FROM MESABI MASONRY FOR UPGRADING THE PAVILION BATHROOMS AT TWIN LAKES AT A COST OF $150,000.00. MOTION CARRIED**

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO SCHEDULE A SPECIAL MEETING ON NOVEMBER 16, 2022 AT 6:00 P.M AT THE CITY/TOWN GOVERNMENT CENTER TO DISCUSS FUTURE PLANNING & NEXT STEPS FOR TOWNSHIP OWNED PROPERTIES & FACILITIES IN DETAIL. MOTION CARRIED**

5.10 Loon Lake Community Center Caretaker Lease

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA TO ACCEPT THE MODIFICATIONS IN THE CARETAKER LEASE AS PRESENTED AND APPROVED BY THE TOWNSHIP ATTORNEY AND TO GET TO JONES FOR HIS SIGNATURE. MOTION CARRIED**

5.11 Loon Lake Community Center Discussion – Next steps for facility planning need to be determined.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO ADD LOON LAKE COMMUNITY CENTER FACILITY PLANNING TO THE SPECIAL MEETING AGENDA ON NOVEMBER 16, 2022. MOTION CARRIED**

5.12 Equipment Operator Vacancy – Skelton updated the Board on the search process. Six candidates were interviewed with two finalists forwarded, with the top finalist reference checks, background check, and drug test all being conducted and passed.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO HIRE HAILEY LISLEGARD AS THE HEAVY EQUIPMENT OPERATOR EFFECTIVE IMMEDIATELY. MOTION CARRIED**

5.13 Bouncy House Rental Discussion & Rates – The draft rental agreement was reviewed by the Board. The Board set the rental fee to be $150.00 to include set up and take down. Gross inquired if we want to get a damage deposit or excessive cleaning fee. Kearney recommended we send the rental agreement to the LMCIT for review and then forward it to him for review also. Kearney suggests also having a liability rider.

 **IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY APPROVING THE RENTAL AGREEMENT AND FEES CONTINGENT UPON ATTORNEY REIVEW AND APPROVAL. MOTION CARRIED**

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING A $100.00 DAMAGE/EXCESSIVE CLEANING DEPOSIT. MOTION CARRIED**

**6. NEW BUSINESS:**

6.1 St. Louis County Draft Zoning Ordinance 62 Amendments regarding Short Term Rentals – Hearing Notification November 10, 2022 was reviewed.

6.2 Board of Canvass

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO SCHEDULE THE BOARD OF CANVASS MEETING FOR NOVEMBER 16, 2022 AT 5:45 P.M. AT THE CITY/TOWN GOVERNMENT CENTER. MOTION CARRIED**

6.3 Hinsz Temporary Easement – Payment has not been received.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING OFFICE STAFF TO SEND A CERTIFIED LETTER TO HINSZ GIVING HIM THREE WEEKS TO MAKE PAYMENT OR THE GATE WILL BE LOCKED AND THE LEASE TERMINATED. MOTION CARRIED**

6.4 Resolution 2022-015

 **IT WAS MOVED BY SKELTON, SUPPPORTED BY ANTTILA APPROVING RESOLUTION 2022-015 ESTABLISHING ABSENTEE BALLOT BAORD FOR GENERAL ELECTION 2022. MOTION CARRIED**

6.5 Resolution 2022-016

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING RESOLUTION 2022-016 ESTABLISHING ELECTION JUDGES FOR THE GENERAL ELECTION 2022. MOTION CARRIED**

6.6 Resolution 2022-017 & Exhibit 1

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA ADOPTING RESOLUTION 2022-017 LIEN FOR UNPAID DELINQUENT UTILITY CHARGES AND EXHIBIT 1. MOTION CARRIED**

6.7 Twin Lakes basketball hoop request

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING NIEMI TO RESEARCH THE BEST LOCATION AND OPTIONS FOR INSTALLING THE BASKETBALL HOOP AT TWIN LAKES AND TO INSTALL THE HOOP. MOTION CARRIED**

 **IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON DIRECTING KNAUS TO SEND A LETTER TO THE RESIDENT THANKING THEM FOR THEIR INTEREST AND INFORMING THEM OF OUR NEXT STEPS. MOTION CARRIED**

6.8 ERJPB Request for any interest in the IRRR Development Partnership Grant – Housing was discussed. There is no need at this time.

6.9 RAMS Meeting Invitation – Township Broadband – Anttila will attend

6.10 Northern St. Louis County Housing Summit Invitation – November 1, 2022 – Knaus will attend

6.11 RAMS Annual Meeting & Dinner Invitation – December 15, 2022 – Anttila, Knaus, Gross will attend

6.12 St Louis County Opioid Settlement Municipal Meeting Invitation was reviewed

**7. REPORTS:**

Clerk’s Report

1.) Absentee Voting began on September 23, 2022 for the General Election which is on November 8, 2022 and it has been busy!

**2.) Voyageur’s Retreat Association Court of Appeals decision was issued and the dismissal of the case was reversed based upon collateral estoppel. Now it goes back to the District Court. We now wait for further communication and next steps from the District Court.**

**3.) I continue to work with Northspan on promoting a Regional Concept for marketing the East Range Cities/Town, fostering relationships among the cities/towns for East Range events, and how to brand the East Range. This committee is working under the ERJPB and I was designated as the liaison between the two. Administrators are also working on a sub-group. Informational documents on our work to date are attached.**

**4.) Amanda, Clark, and I attended the Annual Cemetery Conference September 21-23, 2022. There are things we need to start doing to reduce the liability to the Township such as keeping more accurate records of maintenance including tree maintenance, enhanced signage which includes “no running or leaving children unattended”. Amanda is working on creating a work order form for Public Works to documents some of these things.**

**5.) Amanda and I attended MCFOA training in Hermantown on Friday, September 30th. Wow what a beautiful facility! We worked on creating an Orientation Program for Supervisors (see attached). The final version will be completed soon. This information will also be great for new employees. The afternoon was spent reviewing best hiring practices and law changes in hiring.**

**6.) Supervisor Anttila, Clark, and I attended the Township Legal Course on Saturday, October 1. It is recommended the Township adopt Ordinances (not policies and procedures) for the following: Nuisance Ordinance per MN Statute 368.01, Driveway Ordinance, Road Right of Way Management Ordinance per MN Statute 365.125 which would include a utility permit application form, fee, and registration database, and finally a Mailbox Ordinance. Couri explained Ordinances are enforceable and defendable whereas policies or procedures are not. We also have to formally document all Road Maintenance performed prior to August 1, 2020. This can be done by having Clark sign an Affidavit on our Capital Improvement Plan Road Maintenance documents with attached maps. Going forward we also need to adopt and record with St. Louis County a Preservation Notice for each Township Road. Samples of the Road Preservation Notices are attached.**

**7.) Amanda, Clark and I will be attending the MN Association of Townships Conference next week in St. Cloud.**

**8.) CTC has begun work in the City/Town Government Center upgrading the internet and phones for both the City & Township.**

**9.) I attended the quarterly Recreation Meeting at Mesabi East Schools. The next meeting will be in December. This year recreation programs had great attendance and Mark Goerdt continues to try to improve opportunities for the youth.**

**10.) 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 – Pavilion is closed for the season; two locks need to be changed yet; the security cameras are up and running; ad was placed in the Range Times for removal of cemetery items; the tank is emptied and drained making the cemetery ready for winter; Lehman has been DOT inspecting all vehicles and equipment; Crane was inspected; Ag lime for the baseball field was ordered; ATV trail was moved at shooting range; road was fixed also at shooting range; a break-in occurred at the Shooting Range; Stordahl asked if private plowing could occur at the Shooting Range. Public Works would like a cart for the cemetery for moving monuments and footstones.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA THAT NO PRIVATE PLOWING IS ALLOWED AT THE SHOOTING RANGE DUE TO LIABILITY. MOTION CARRIED**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO PUT THE CART FOR THE CEMETERY ON THE SPECIAL MEETING AGENDA FOR NOVEMBER 16, 2022. MOTION CARRIED**

Supervisors:

Kippley – he is against the taxing district for ambulance services; he wants more information and guarantees.

Skelton – Directed Knaus to schedule a meeting with Jamie Gardner for the garbage contract. He has great ideas that would make it a win/win for everyone. Every ambulance service is struggling.

Anttila – would like tar added to spots on Lane 49 as reqeusted along with Rintala Road, Scenic, Pineville

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

**9. ANNOUNCEMENTS:** Next Regular Meeting: Thursday, November 3, 2022 5:00 P.M. @ City/Town Government Center; East Range Water Board Meeting: Wednesday, October 19, 2022 4:30 P.M. @ City/Town Government Center; ERJPB Meeting: Tuesday, October 25, 2022 9:00 AM @ City/Town Government Center; USFS Meet & Greet: Wednesday, October 26, 2022 3:00 – 7:00 P.M. @ Forestry office Aurora, MN; CAP Meeting: Thursday, November 3, 2022 11:30 A.M. @ Giants Ridge;

**10. ADJOURNMENT**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY TO ADJOURN THE REGULAR MEETING AT 6:50 P.M. MOTION CARRIED**

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