REGULAR MEETING

**June 1, 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, June 1, 2023, at the City/Town Government Center.***

**ROLL CALL:**

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

Absent:

Also Present: Mike Skinner

**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 MAY 4, 2023, LBAE MINUTES ON MAY 10, 2023 AND SPECIAL MEETING MINUTES FROM MAY 2, 2023; ALL BILLS AND PAYROLL AS PRESENTED BELOW, COMMITTEE MINUTES AND REPORTS, AND CORRESPONDENCE TO BE FILED FOR MAY 2023. MOTION CARRIED**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check#** | **Vendor** | **Description** |  **Total**  |
| CC05-02-23 | Cardmember Service | Training & Supplies |  $ 2,341.89  |
| D05-03-23 | Empower | Employee Deductions |  $ 350.00  |
| DD05032301 | Payroll Period Ending 04/29/2023 | Biweekly Payroll Ending 04/29/2023 |  $ 940.73  |
| DD05032302 | Payroll Period Ending 04/29/2023 | Biweekly Payroll Ending 04/29/2023 |  $ 1,412.70  |
| DD05032303 | Payroll Period Ending 04/29/2023 | Biweekly Payroll Ending 04/29/2023 |  $ 581.38  |
| DD05032304 | Payroll Period Ending 04/29/2023 | Biweekly Payroll Ending 04/29/2023 |  $ 2,202.38  |
| DD05032305 | Payroll Period Ending 04/29/2023 | Biweekly Payroll Ending 04/29/2023 |  $ 2,311.23  |
| DD05032306 | Payroll Period Ending 04/29/2023 | Biweekly Payroll Ending 04/29/2023 |  $ 1,690.34  |
| DD05032307 | Payroll Period Ending 04/29/2023 | Biweekly Payroll Ending 04/29/2023 |  $ 2,785.45  |
| DD05032308 | Payroll Period Ending 04/29/2023 | Biweekly Payroll Ending 04/29/2023 |  $ 2,326.71  |
| DD05032309 | Payroll Period Ending 04/29/2023 | Biweekly Payroll Ending 04/29/2023 |  $ 1,326.77  |
| DD05032310 | Payroll Period Ending 04/29/2023 | Biweekly Payroll Ending 04/29/2023 |  $ 2,344.73  |
| F05-03-23 | E.F.T.P.S. | Withholding Payroll Ending 4/29/23 |  $ 6,576.45  |
| M05-03-23 | MN Department of Revenue | Withholding |  $ 1,274.56  |
| P05-03-23 | P.E.R.A. | Retirement Deduction 5/3/23 |  $ 3,381.51  |
| 34626 | East Mesabi Sanitation | Refuse Collection APR 2023 |  $ 12,687.21  |
| 34627 | Zito Media | Fire Hall & PW Telephone & Internet |  $ 408.88  |
| 34628 | Peterson, Wesley | Clothing Allowance |  $ 236.53  |
| 34629 | VC3 | May Service Contract |  $ 326.00  |
| 34630 | Eveleth Floral Co. & Greenhouse | Baland |  $ 60.00  |
| 34631 | League of MN Cities Insurance Trust | Worker's Compensation Insurance |  $ 38,124.00  |
| 34632 | League of MN Cities Insurance Trust | Mobile Equipment Premium |  $ 392.00  |
| ST05-11-23 | MN Dept of Revenue - Sales Tax | Sales Tax - Apr 23 |  $ 1,602.00  |
| D05-17-23 | Empower | Employee Deductions |  $ 350.00  |
| DD05172301 | Payroll Period Ending 05/13/2023 | Regular Payroll Ending 05/13/2023 |  $ 920.83  |
| DD05172302 | Payroll Period Ending 05/13/2023 | Regular Payroll Ending 05/13/2023 |  $ 1,396.70  |
| DD05172303 | Payroll Period Ending 05/13/2023 | Regular Payroll Ending 05/13/2023 |  $ 398.48  |
| DD05172304 | Payroll Period Ending 05/13/2023 | Regular Payroll Ending 05/13/2023 |  $ 2,487.31  |
| DD05172305 | Payroll Period Ending 05/13/2023 | Regular Payroll Ending 05/13/2023 |  $ 1,749.82  |
| DD05172306 | Payroll Period Ending 05/13/2023 | Regular Payroll Ending 05/13/2023 |  $ 1,800.78  |
| DD05172307 | Payroll Period Ending 05/13/2023 | Regular Payroll Ending 05/13/2023 |  $ 2,660.69  |
| DD05172308 | Payroll Period Ending 05/13/2023 | Regular Payroll Ending 05/13/2023 |  $ 1,959.80  |
| DD05172309 | Payroll Period Ending 05/13/2023 | Regular Payroll Ending 05/13/2023 |  $ 1,326.77  |
| DD05172310 | Payroll Period Ending 05/13/2023 | Regular Payroll Ending 05/13/2023 |  $ 1,811.39  |
| F05-17-23 | E.F.T.P.S. | Withholding Payroll Ending 5/13/23 |  $ 5,847.93  |
| M05-17-23 | MN Department of Revenue | Withholding Payroll Ending 5/13/23 |  $ 1,146.14  |
| P05-17-23 | P.E.R.A. | Retirement Deduction 5/13/23 |  $ 3,127.54  |
| 34633 | St. Louis County Assoc. of Townships | Annual Meeting |  $ 40.00  |
| DD05302301 | Payroll Period Ending 05/30/2023 | Monthly Board Payroll |  $ 449.52  |
| DD05302302 | Payroll Period Ending 05/30/2023 | Monthly Board Payroll |  $ 150.23  |
| DD05302303 | Payroll Period Ending 05/30/2023 | Monthly Board Payroll |  $ 349.52  |
| DD05302304 | Payroll Period Ending 05/30/2023 | Monthly Board Payroll |  $ 279.01  |
| DD05302305 | Payroll Period Ending 05/30/2023 | Monthly Board Payroll |  $ 481.78  |
| F05-30-23 | E.F.T.P.S. Monthly | Employee Deductions |  $ 185.48  |
| M05-30-23 | MN Department of Revenue Monthly | Employee Withholding |  $ 52.14  |
| P05-30-23 | P.E.R.A. Monthly | Retirement Deductions |  $ 219.52  |
| 34634 | Aurora, City of | Pump, Shredding, Elevator |  $ 1,789.25  |
| 34635 | Alex Air Apparatus, Inc | Annual Compressor Test |  $ 832.39  |
| 34636 | Aurora Auto Value | Lowboy Trailers, Lawnmowers, Loader parts |  $ 1,800.40  |
| 34637 | Bradach Lumber | Flagging Tape, Supplies |  $ 29.89  |
| 34638 | CTC | Town Office Phone Apr 2023 |  $ 223.51  |
| 34639 | Como Oil & Propane | Propane |  $ 3,017.50  |
| 34640 | Hoyt Lakes, City of | Ambulance Agreement |  $ 800.00  |
| 34641 | Colosimo, Patchin, & Kearney,LTD | Legal Services |  $ 415.00  |
| 34642 | Central Pension Fund | Retirement Contributions May 23 |  $ 4,847.76  |
| 34643 | Michael Doherty | Beaver Trapping (6) |  $ 300.00  |
| 34644 | Excel Business Systems | Service Contract |  $ 109.13  |
| 34645 | Grande Ace Hardware | Lawnmower, Ballast LLCC |  $ 101.97  |
| 34646 | J & R Wastewater Inc. | Cleaning of Sewer Lines |  $ 6,460.28  |
| 34647 | Amanda Gross | Travel Expenses |  $ 477.96  |
| 34648 | Knaus, Jodi | Travel Expenses |  $ 298.40  |
| 34649 | L & M Fleet Supply, Inc. | Tools, Garbage Cans, Seed |  $ 1,127.00  |
| 34650 | Shaina Larson | Gym Rental Cancellation |  $ 140.00  |
| 34651 | Lake Country Power | Electric Service |  $ 3,196.00  |
| 34652 | Mesabi Bituminous Inc | Cold Mix |  $ 3,795.00  |
| 34653 | Minnesota Power | Electric Service |  $ 236.67  |
| 34654 | Minnesota Power | Electric Service |  $ 25.64  |
| 34655 | Minnesota Power | Electric Service |  $ 175.14  |
| 34656 | Minnesota Association of Cemeteries | 2023 Dues |  $ 75.00  |
| 34657 | Menard's-Virginia | Watering Cans, FD Cooler |  $ 71.35  |
| 34658 | Manick Docks & Recreation | Dock Legs |  $ 1,804.00  |
| 34659 | Michael Lesar | Gas Purchase |  $ 35.52  |
| 34660 | M-R Sign Co., Inc. | 12 Barricades, 6 roll-up stands |  $ 5,831.76  |
| 34661 | PeopleService Inc. | W/WW Professional Services |  $ 365.00  |
| 34662 | Pace Analytical Services, Inc. | Water Testing Services |  $ 250.00  |
| 34663 | PB Distributing Inc.-Phil's Garage | Door #19 Repairs |  $ 3,944.00  |
| 34664 | Renner, Richard | Clothing Allowance |  $ 65.01  |
| 34665 | Range Paper | Pavilion Supplies, Garbage Bags |  $ 3,480.14  |
| 34666 | St. Louis County Auditor-PW | Apr 2023 Fuel |  $ 7,242.25  |
| 34667 | Vivid Design | Digital Grant Survey Paper & printing |  $ 335.00  |
| 34668 | Walker, Giroux & Hahne LLC | 2022 Audit |  $ 17,400.00  |
| 34669 | X101211993 | HCSP Reimbursement |  $ 30.39  |
| 34670 | XZ2234345 | HCSP Reimbursement |  $ 961.69  |
| 34671 | XZ6344990 | Health Care Savings |  $ 416.67  |
| 34672 | XZ9322001 | Health Care Savings Reimbursement |  $ 166.47  |
| 34673 | Amanda Gross | Clothing Allowance |  $ 107.17  |
| 34674 | First National Bank of Gilbert | 12 month CD 7075 Purchase |  $ 323,951.65  |
| 34675 | Jon Skelton | Travel Expenses |  $ 49.52  |
| 34676 | Kippley, Edward | Travel Expenses |  $ 49.52  |
| 34677 | Road Machinery & Supplies Co. | Broom Rental |  $ 1,402.00  |
| 34678 | East Mesabi Sanitation | Refuse Collection May 2023 |  $ 12,939.56  |
| 34679 | East Range Times | Meeting Notices, Digital Inclusion Ad |  $ 209.75  |
| 34680 | Linde Gas & Equipment Inc. | Welding Supplies/Services |  $ 234.70  |
| 34681 | U.S Postal Service | PO Box Fee |  $ 114.00  |
| 34682 | APG Media of MN | Meeting Notices |  $ 149.20  |
| 34683 | MCFOA Region I | Training |  $ 40.00  |
| 34684 | St. Louis County Assoc. of Township | 2023 MAT & SLCAT Dues |  $ 1,178.66  |
| 34685 | Knaus, Jodi | Overtime Meal |  $ 36.00  |
| 34686 | Gross, Amanda | Overtime Meal |  $ 36.00  |
| 34687 | I.U.O.E. Local 49 Fringe Benefits | July 2023 Group Insurance |  $ 12,780.00  |
| 34688 | Madison National Life Ins Co, Inc | Disability Ins |  $ 365.56  |
| 63263 | MN NCPERS | Life Insurance Employee Paid |  $ 48.00  |
| 63264 | Minnesota Life Insurance Company | Employee/Employer Insurance |  $ 155.20  |
| 63265 | Colonial Life | May 23 Employee Deductions |  $ 889.47  |
| 63266 | I.U.O.E. Local 49 | Union Dues May 2023 |  $ 315.00  |
| D05-31-23 | Empower | Employee Deductions |  $ 350.00  |
| DD05312301 | Payroll Period Ending 05/27/2023 | Biweekly Payroll Ending 05/27/23 |  $ 1,823.62  |
| DD05312302 | Payroll Period Ending 05/27/2023 | Biweekly Payroll Ending 05/27/23 |  $ 799.16  |
| DD05312303 | Payroll Period Ending 05/27/2023 | Biweekly Payroll Ending 05/27/23 |  $ 1,377.70  |
| DD05312304 | Payroll Period Ending 05/27/2023 | Biweekly Payroll Ending 05/27/23 |  $ 1,008.88  |
| DD05312305 | Payroll Period Ending 05/27/2023 | Biweekly Payroll Ending 05/27/23 |  $ 2,505.17  |
| DD05312306 | Payroll Period Ending 05/27/2023 | Biweekly Payroll Ending 05/27/23 |  $ 1,714.82  |
| DD05312307 | Payroll Period Ending 05/27/2023 | Biweekly Payroll Ending 05/27/23 |  $ 1,655.34  |
| DD05312308 | Payroll Period Ending 05/27/2023 | Biweekly Payroll Ending 05/27/23 |  $ 2,125.80  |
| DD05312309 | Payroll Period Ending 05/27/2023 | Biweekly Payroll Ending 05/27/23 |  $ 1,907.64  |
| DD05312310 | Payroll Period Ending 05/27/2023 | Biweekly Payroll Ending 05/27/23 |  $ 1,291.77  |
| DD05312311 | Payroll Period Ending 05/27/2023 | Biweekly Payroll Ending 05/27/23 |  $ 1,664.11  |
| F05-31-23 | E.F.T.P.S. | Withholding Payroll Ending 5/27/23 |  $ 6,144.94  |
| M05-31-23 | MN Department of Revenue | Withholding Payroll Ending 5/27/23 |  $ 1,193.85  |
| P05-31-23 | P.E.R.A. | Retirement Deduction 5/27/23 |  $ 3,432.47  |
|  |  | **TOTAL** |  **$ 571,594.20**  |

**2. THE TREASURER’S REPORT FOR THE MONTH OF MAY 2023, LISTED RECEIPTS IN THE AMOUNT OF $13,556.65:**

|  |  |
| --- | --- |
| VFA 2023 DNR Matching Grant1st Qtr 2023 Capital Charges from City of AuroraGarbage Bag RevenueRefuse RevenueCemeteryLLCC Rental FeesTL Pavilion Rental FeesRefunds & reimbursementsSale of chair from LLCC | 5,000.002,574.101,531.001,132.17200.002,210.00550.00309.4820.00 |
| Interest Earned | 29.90 |
| **TOTAL** | **$13,556.65** |

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

**3. CITIZENS/GUESTS**: None

**4. UNFINISHED BUSINESS:**

4.1 Fire Department Updates:

* Two Applications were submitted to the Board for EMR’s: Garet Johnson & Marshall Ness

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING THE HIRE WITH THE FIRE DEPARTMENTS APPROVAL AND CONTINGENT UPON PASSING THE REQUIRED BACKGROUND CHECKS AND PHYSICAL & DRUG SCREENING. MOTION CARRIED**

* SVFP Annual Funding Rpoert was reviewed; invoice for fund shortage of $3,776.00 was discussed; Skelton inquired what is required by members to receive service credit.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY APPROVNG PAYMENT OF $3,776.00 TO THE SVFP PERA FUND FOR THE SHORTAGE IN THE PVFD RETIREMENT FUND. MOTION CARRIED**

* A copy of the 2023 Fire Department Budget was shared and reviewed; Skelton would like to discuss this in detail along with other items in a Special Meeting. Skelton would like to see Standard Operating Procedures from other departments.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING OFFICE STAFF TO REACH OUT TO OTHER FIRE DEPARTMENTS FOR STANDARD OPERATING PROCEDURES AND TO SCHEDULE A SPECIAL MEETING WITH THE FIRE DEPARMENT BY SENDING OUT A SURVEY FOR DATES THAT WORK BEST. MOTION CARRIED**

* Public Works Storage Written Request – tabled from last month; meeting needs to be scheduled. Skinner brought up who has access in the Old Fire Hall to the Recreation supplies? Skelton directed Staff to reach out to Goerdt to find out what is used and clean it out. It was discussed a storage container could be purchased.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO ADD TO SPECIAL MEETING AGENDA. MOTION CARRIED**

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

4.2 Stepetz Road Logging Project – DNR is coordinating project. Lobb Enterprises was awarded the bid.

4.3 Joint Water Project - BARR is completing the Lake Mine Modeling; Project is moving along.

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

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 KIPPLEY TO TABLE TO NEXT MONTH. MOTION CARRIED**

4.5 Wynne Ridge & Rock N Pines Broadband Infrastructure Project Update – Project is complete. Final reporting to IRRRB and closing of grant in progress.

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

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

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

4.7 IRRRB Community Sign Project – Installation will take place this month.

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

4.8 LLCC Deed/Legal Update – Kearney will update next month.

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

4.9 Spring Flooding Updates – Funding applied for through St. Louis County $89,522.00 in damages.

4.10 National Night Out & Health Fair - August 1, 2023 –The office staff are working with Brock Kick to plan the event.

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

4.11 Cemetery Columbarium Purchase – Contract was signed and columbarium was ordered.

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

4.12 Digital Inclusion Committee & Grant – Focus Group Community Meeting scheduled for June 6, 2023. Ads have been submitted to East Range Times and the survey is active on our website. Bulk mailing was also sent out.

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

4.13 Election Cycle – Attorney’s are reviewing correspondence and will report back.

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

4.14 Twin lakes property – Letter was mailed as directed.

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

4.15 Facility Table & Chair Rental Agreement Discussion

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA NO RENTING OR BORROWING OF CHAIRS OR TABLES FROM FACILITIES WILL BE PERMITTED GOING FORWARD BY ANY INDIVIDUAL, BUSINESS OR GROUP AND TO NOTIFY CARETAKER AT LOON LAKE COMMUNITY CENTER OF BOARD’S DECISION. MOTION CARRIED**

4.16 Camping with the Starts at Loon Lake Meteor Event – Scheduled for Saturday, August 12, 2023; Board discussed activities and prices for event.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING OFFICE STAFF TO RESEARCH DOCK PRICES. MOTION CARRIED**

**5. NEW BUSINESS:**

5.1 2022 Audit Invoice & Managerial Letter – $17,400.00

 **IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY APPROVING THE INVOICE PAYMENT TO WALKER, GIROUX, AND HAHNE FOR AUDITING SERVICES IN THE AMOUNT OF $17, 400.00. MOTION CARRIED**

5.2 Workers Compensation Coverage Premium

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE PAYMENT TO THE LEAGUE OF MINNESOTA CITIES FOR WORKERS COMPENSATION COVERAGE IN THE AMOUNT OF $38,124.00. MOTION CARRIED**

5.3 Housing Institute & Grants for Township – Curt Anttila

 Northspan is leading the communities in a year-long housing institute and unfortunately the meetings are all scheduled the first Thursday of the month out of town with overnight stays making it very difficult for Knaus or a Board member to participate. Meetings will take place over the next year. Anttila has indicated he would represent the Township and attend these meetings. He would also be interested in writing grants and helping the Township with Special Projects as an independent contractor. He offered an annual salary of up to $12,000.00.

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING THE PROFESSIONAL SERVICES INDEPENDENT CONTRACTOR ARRANGEMENT WITH CURTISS ANTILLA AND FOR KNAUS TO WORK WITH ANTTILA TO CREATE A DEFINED LIST OF DUTIES AND A CONTRACT FOR PAYMENT FOR SERVICES UP TO $12,000.00 A CALENDAR YEAR. MOTION CARRIED**

5.4 June 19, 2023 Federal Holiday – The Local 49 Union submitted a MOU to the Township for the holiday to be included in the current bargaining agreement giving employees the day off with pay. It is understood the holiday will be negotiated in bargaining for the next contract.

 **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE MEMORANDUM OF UNDERSTANDING WITH LOCAL 49 FOR THE JUNE 19, 2023 FEDERAL HOLIDAY. MOTION CARRIED**

5.5 Dust Control for 2023 – Nothing has been received from St. Louis County to date.

 **IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY APPROVING UP TO $20,000.00 IN DUST CONTROL FOR TOWNSHIP ROADS FOR 2023 UNDER THE ST. LOUIS COUNTY CONTRACT. MOTION CARRIED**

5.6 Special Meeting for Property Purchase on Stepetz Road

 **IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA TO SCHEDULE A SPECIAL CLOSED MEETING FOR JUNE 8, 2023 AT 5:00 P.M. TO MEET WITH THE PROPERTY OWNERS ON STEPETZ ROAD TO NEGOTIATE THE TERMS OF A POTENTIAL PROPERTY PURCHASE. MOTION CARRIED**

**6. REPORTS:**

Clerk’s Report

1.) Amanda and I met with Sharon Niemi, the new President of the Palo Markham School Group. We are looking forward to working with Sharon on many events in the future! I gave Sharon a copy of the PMSG lease which expires next March and informed her we should begin negotiations late Fall if the PMSG wishes to continue to use the building for events. We also discussed briefly the Town’s intent and ideas for future use of the building.

2.) I continue to meet with the ERJPB Marketing Committee. The Stay Local logo is designed and an East Range website is under development. Another Newcomers dinner is being planned for either in Aurora or Hoyt Lakes for the Fall.

3.) Thank you to the Board for allowing Amanda and I to attend the International Clerk’s Conference held in Minneapolis in May. The conference was excellent! All provinces in Canada along with all 50 States of the United States and six other Countries were represented by having Clerk’s in attendance. The opening ceremony with the parade of flags was quite moving. An interesting fact is the job of “Clerk” is the oldest official role in government; it was the 1st government paid position at the Plymouth Colony. In many states, the Clerk is the only required position in every municipality. We learned new information on many topics such as: Elections Security & Safety; Election Administration; Ethical leadership; and Right Sizing the Clerk’s office; next year’s conference is in Alberta, Canada.

4.) Election season is right around the corner – Filing notices will be published in July for the November 7, 2023 General Election.

5.) I still need to publish an ad for IT support on call, as needed. Also pending is establishing franchise fees for power, utility, and fiber installations in the Township.

6.) Deputy Clerk Helander is working on filing official preservation of Township’s interests in Roads dedicated to the Public. This is a very time intensive project. We also still need to file the official **filings of Road Vacations for Road 45/Lane 51 with St. Louis County (Kearney will do this);**

**7.) Knaus gave a verbal report from the 2023 Legislative Recap on the new laws passed**

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

Foreman Niemi – Culverts, grading, Pavilion start-up; Anttila would like to purchase concrete culverts in the future.

Supervisors:

Anttila – has concerns about the budget and would like to schedule a Special Meeting to dicuss future spending and projects. Knaus suggested the Board begin updating the current strategic plan that will drive the decisions for the next ten years. Knaus reached out to Northspan but this would be an added cost for these services.

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON DIRECTING KNAUS TO WORK ON DEVELOPING A PLANNING SESSION FOR UPDATING OUR CURRENT STRATEGIC PLAN AND LONG-TERM FINANICAL GOALS FOR THE TOWNSHIP. MOTION CARRIED**

**7. TRAINING REQUESTS & MEETING NOTICES**:

* Full Board, Clerk, Treasurer, Foreman – Annual MAT Conference – St. Cloud – December 7-9, 2023
* Knaus & Gross – MCFOA Regional Training – Detroit Lakes - August 18, 2023 - $40 each plus travel
* Knaus – MCFOA Advanced Academy – Bemidji – September 14-15, 2023 - $100 Grant Received for training plus travel
* Full Board, Clerk, Treasurer, Foreman – Couri & Ruppe Legal Seminar – October 7, 2023
* Knaus, Gross, Foreman – MN Association of Cemeteries Conference, September 20-22, 2023; Prior Lake, MN

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING ALL OF THE TRAINING REQUESTS FOR BOARD MEMBERS AND EMPLOYEES WITH PAID EXPENSES. MOTION CARRIED**

**8. ANNOUNCEMENTS:** Next Regular Meeting: Thursday, July 6, 2023 5:00 P.M. @ City/Town Government Center; East Range Water Board Meeting: Wednesday, June 28, 2023 4:30 P.M. @ City/Town Government Center; ERJPB Meeting: Tuesday, June 27, 2023 9:00 AM @ City/Town Government Center; Digital Inclusion Grant Focus Group Meeting: Tuesday, June 6, 2023 5:00 P.M. @ Loon Lake Community Center; Tri-City Ambulance Meeting: Wednesday, June 7, 2023 @ 5:00 P.M. @ Hoyt Lakes Emergency Services Center; Special Closed Meeting: Thursday, June 8, 2023 @ 5:00 P.M. @ City/Town Government Center; Fire Department Picnic: Saturday, August 12, 2023 @ Twin Lakes;

**9. ADJOURNMENT**

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO ADJOURN THE REGULAR MEETING AT 7:16 P.M. MOTION CARRIED**

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