REGULAR MEETING

**June 2, 2022**

**Aurora, Minnesota**

***The Regular Meeting of the Town of White was called to order by Chairman Skelton at 5:05 P.M., on Thursday, June 2, 2022, at the City/Town Government Center.***

**ROLL CALL:**

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

Absent:

Also Present: Mike Skinner, Matthew Baudek

**1. APPROVAL OF AGENDA**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY TO APPROVE THE AGENDA. MOTION CARRIED**

**2. APPROVAL OF MINUTES**

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO APPROVE THE MINUTES FROM THE REGULAR MEETING ON MAY 5, 2022 AND LBAE MEETING ON APRIL 13, 2022 AND RECONVENED LBAE MEETING ON APRIL 28, 2022. MOTION CARRIED**

**3. THE TREASURER’S REPORT FOR THE MONTH OF MAY 2022, LISTED RECEIPTS IN THE AMOUNT OF $6,411.20:**

|  |  |
| --- | --- |
| 1ST Quarter Capital Charges  Bodas Road Fire Protection Service Charge  MBFTE Training Reimbursement Grant  Garbage Bag Revenue  Cemetery Revenue  Twin Lakes Pavilion Rent  LLCC Rental Fees  Refuse Revenue  Election Maintenance Reimbursement | 2,420.17  500.00  300.00  1,028.00  1,600.00  250.00  60.00  78.11  145.00 |
| Interest Earned | 29.92 |
| **TOTAL** | **$6,411.20** |

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

**4. CITIZENS/GUESTS**: None

**5. UNFINISHED BUSINESS:**

5.1 Fire Department Updates – Skinner & Baudek requested the ability to hire First Responders Only for the Department. The Board reviewed the recently approved updated By-Laws of the Palo Firemen’s Benefit Association Inc.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE FIRE DEPARTMENT TO HIRE FIRST RESPONDERS ONLY TO SERVE VOLUNTARILY ON THE PALO VOLUNTEER FIRE DEPARTMENT. MOTION CARRIED**

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA APPROVING THE PALO FIREMEN’S BENEFIT ASSOCIATION INC. BYLAWS AS PRESENTED. MOTION CARRIED**

5.2 Army Corps of Engineers Section 569 Proejct - May 2022 Punch List still has pending items.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO TABLE THE PUNCH LIST DATED MAY 22, 2022 TO NEXT MONTH. MOTION CARRIED**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON APPROVING INVOICE #424850 IN THE AMOUNT OF $929.74 TO SEH FOR ENGINEERING SERVICES FOR THE ARMY CORPS PROJECT. MOTION CARRIED**

5.3 Joint Water Project – Skelton & Knaus updated the Board on financing for the Project. Public Outreach will increase in the following months. The Lake Mine Boat Landing Lease expires in 2025 and was discussed.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO NOW RENEW THE LAKE MINE BOAT LANDING LEASE WHEN IT EXPIRES IN 2025 DUE TO THE EAST RANGE WATER PROJECT AND REFER REPLACEMNT AND/OR MOVEMENT TO THE DNR. MOTION CARRIED**

5.4 Wynne Ridge/Rocky Road Project – Construction is planned to begin around May 16, 2022. Ulland completion date for Project is around August 13, 2022.

5.5 Cemetery Land Title/Legal Description – Meeting was held May 11, 2022 with Mr. Halmet and Attorney Mike Patchin. There is legal work that needs to be completed before any land purchase can be made by the Township.

5.6 LLCC Gym Roof Exhaust Fans

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

5.7 Wynne Ridge/Rocky Road Internet/Fiber Petition Update – IRRR Meeting June 7, 2022 to find out if grant will be awarded; St. Louis County Grant Pending also;

5.8 St. Louis County Curve Realignments 2023 – No action taken.

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

**6. NEW BUSINESS:**

6.1 Resolution 2022-010 Establishing Election Judges for Primary Election

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY APPROVING RESOLUTION 2022-010 ESTABLISHING ELECTION JUDGES FOR THE PRIMARY ELECTION. MOTION CARRIED**

6.2 Resolution 2022-011 – Establishing Ballot Board for Primary Election

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY APPROVING RESOLUTION 2022-011 ESTABLISHING BALLOT BOARD FOR PRIMARY ELECTION. MOTION CARRIED**

6.3 Property for Sale PID 570-0010-00651

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING KNAUS TO INQUIRE ABOUT THE PROPERTY FOR SALE. MOTION CARRIED**

6.4 Mesabi East Schools Purchase of Services Agreement & Youth Activities Director

**IT WAS MOVED BY SKELTON, SUPPPORTED BY ANTTILA APPROVING THE PROPOSED MESABI EAST SCHOOLS PURCHASE OF SERVICES AGREEMENT RETROACTIVE TO APRIL 1, 2022 THROUGH DECEMBER 31, 2024 AS PRESENTED INCLUDING FEES THROUGH 2024. MOTION CARRIED**

6.5 Little Library – Residents volunteered to build and place a Little Free Lending Library at Twin Lakes but will need assistance from Public Works to get it installed.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING PUBLIC WORKS TO ASSIST WITH THE INSTALLATION OF THE LITTLE FREE LENDING LIBRARY AT TWIN LAKES. MOTION CARRIED**

6.6 Bouncy House Purchase Update – To purchase a good quality commercial bouncy house more funding is needed. Gross shared price quotes with the Board.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING AN INCREASE FOR PURCHASE OF A BOUNCY HOUSE UP TO $3,000.00. MOTION CARRIED**

**7. MINUTES:**

1. East Range Joint Powers Board April 2022 minutes
2. Northspan Monthly Consultant Report – May 2022
3. CAP April 2022 minutes
4. East Range Water Board April 2022 minutes
5. RAMS April 2022 minutes

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO FILE ALL MINUTES. MOTION CARRIED**

**8. REPORTS:**

Clerk’s Report

1.) Applied for IRRR Main Street Revitalization Grant for the Community Sign Project due to not being awarded funding under the Tourism Grant; worked directly with Whitney Ridlon and submitted this grant based upon her recommendation.

2.) Next steps for the Loon Lake Community Center: the attached survey for all of our facilities (including LLCC) will be going out this month to all residents. Once the surveys are returned, we will need to schedule a Special Meeting to discuss the facilities in detail and projects moving forward. Our goal is to have the feedback back prior to our July Special Meeting already scheduled.

3.) Governor Walz signed a bill to fund front-line worker pay; **Under this new law, employers in front-line sectors, including townships, must provide notice advising all current employees who may be eligible for the front-line worker pay. See the attached memo regarding eligibility. Employees will need to apply within 45 days after the application portal is ready.**

**4.) Two new unemployment claims were filed.**

**5.) Amanda and I will be attending the League of MN Cities Conference from June 22nd through June 24th so the deputies will be covering the office during that time.**

**6.) Amanda, Stefanie, and I will be attending Required Election Administration training on Monday, June 27th in Virginia so the deputies will be in the office that day also.**

**7.) Pending: Submittal of the IRRR Grant application for Demolition of the Roswald property in Pineville; receipt of the final reimbursement for the Army Corps Project (the invoice was submitted to Army Corps); 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 KIPPLEY TO FILE THE CLERK’S REPORT. MOTION CARRIED**

Foreman Niemi – New LED Lighting has been installed in the gym at the LLCC; Trees have been ordered for Twin Lakes; Crew has been busy mowing and prepping for the Memorial Day Holiday; Everything went great; Braun Intertec dug around the gas pumps and this portion of the project should be completed. Inquired why the Township hasn’t received the information for ordering dust control. Knaus indicated it should be coming any day but yes, it is late.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE PURCHASE OF DUST CONTROL CALCIUM CHLORIDE FOR TOWNSHIP ROADS UP TO A COST OF $18,000.00 THROUGH ST. LOUIS COUNTY’S PROGRAM AND APPROVED VENDOR. MOTION CARRIED**

Supervisors:

Anttila – trees need to be cut down at Twin Lakes before more are affected; directed the ordering of the fencing cover for the ball field; Niemi will check with Goerdt to find out where to order it from;

Skelton – Informed the Board of a dumping incident on Township property on the back-side of Twin Lakes of contaminated soil, not clean fill and garbage. Skelton spoke to Niemi prior and directed Niemi to take photos which were shared with the Board. Attorney Kearney recommended sending a letter to the party responsible for the dumping incident indicating they are responsible for removal and corrective action must be taken within 30 days and if not remedied, the Township will have to seek alternatives with St. Louis County Environmental Services and the party would be financially reponsible. Kearney will work with Knaus to formulate a letter.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING THE FORMULATION OF A LETTER BY ATTORNEY KEARNEY & KNAUS TO BE SENT TO THE PARTY RESPONSIBLE FOR ILLEGAL DUMPING OF CONTAMINATED SOIL AND GARBAGE ON TOWNSHIP PROPERTY. MOTION CARRIED**

**9. CORRESPONDENCE:**

1.) CTC Broadband Follow-up memo from ERJPB & City/Town Hall update

2.) RAMS Broadband for Townships Meeting Invitation

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO FILE ALL CORRESPONDENCE RECEIVED. MOTION CARRIED**

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

**11. BILLS AND PAYROLL FOR THE MONTH OF MAY 2022 AS LISTED:**

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| |  |  |  |  | | --- | --- | --- | --- | | **Check#** | **Vendor** | **Description** | **Total** | | CC05-02-22 | Cardmember Service | TV, DVS, Training | $ 1,820.66 | | D05-04-22 | Empower | Deductions PPE 05/04/22/22 | $ 433.64 | | DD05042201 | Payroll Period Ending 04/30/2022 | Regular Payroll Ending 4/30/22 | $ 1,799.06 | | DD05042202 | Payroll Period Ending 04/30/2022 | Regular Payroll Ending 4/30/22 | $ 274.72 | | DD05042203 | Payroll Period Ending 04/30/2022 | Regular Payroll Ending 4/30/22 | $ 1,407.14 | | DD05042204 | Payroll Period Ending 04/30/2022 | Regular Payroll Ending 4/30/22 | $ 1,719.10 | | DD05042205 | Payroll Period Ending 04/30/2022 | Regular Payroll Ending 4/30/22 | $ 1,037.83 | | DD05042206 | Payroll Period Ending 04/30/2022 | Regular Payroll Ending 4/30/22 | $ 2,499.05 | | DD05042207 | Payroll Period Ending 04/30/2022 | Regular Payroll Ending 4/30/22 | $ 1,688.53 | | DD05042208 | Payroll Period Ending 04/30/2022 | Regular Payroll Ending 4/30/22 | $ 2,300.90 | | DD05042209 | Payroll Period Ending 04/30/2022 | Regular Payroll Ending 4/30/22 | $ 1,970.84 | | DD05042210 | Payroll Period Ending 04/30/2022 | Regular Payroll Ending 4/30/22 | $ 1,285.43 | | DD05042211 | Payroll Period Ending 04/30/2022 | Regular Payroll Ending 4/30/22 | $ 1,637.83 | | F05-04-22 | E.F.T.P.S. | Employee Withholding PPE 5/04/22 | $ 6,170.75 | | M05-04-22 | MN Department of Revenue | Withholding PPE 05/04/2022 | $ 1,154.23 | | P05-04-22 | P.E.R.A. | Retirement Deduction 05/04/22 | $ 3,356.36 | | 33886 | Aurora Electric | Install Hand Dryers | $ 4,150.00 | | 33887 | East Mesabi Sanitation | Refuse Collection April 2022 | $ 12,215.93 | | 63176 | I.U.O.E. Local 49 | Union Dues May 2022 | $ 315.00 | | 33888 | Culligan | LLCC Solar Salt | $ 30.85 | | ST05-10-22 | MN Dept of Revenue - Sales Tax | Sales Tax - APR 22 | $ 1,463.00 | | D05-18-22 | Empower | Deductions PPE 05/18/22 | $ 434.84 | | DD05182201 | Payroll Period Ending 05/14/2022 | Biweekly Payroll Ending 5/14/22 | $ 1,779.16 | | DD05182202 | Payroll Period Ending 05/14/2022 | Biweekly Payroll Ending 5/14/22 | $ 676.20 | | DD05182203 | Payroll Period Ending 05/14/2022 | Biweekly Payroll Ending 5/14/22 | $ 1,391.14 | | DD05182204 | Payroll Period Ending 05/14/2022 | Biweekly Payroll Ending 5/14/22 | $ 1,734.52 | | DD05182205 | Payroll Period Ending 05/14/2022 | Biweekly Payroll Ending 5/14/22 | $ 1,286.06 | | DD05182206 | Payroll Period Ending 05/14/2022 | Biweekly Payroll Ending 5/14/22 | $ 2,238.46 | | DD05182207 | Payroll Period Ending 05/14/2022 | Biweekly Payroll Ending 5/14/22 | $ 1,688.53 | | DD05182208 | Payroll Period Ending 05/14/2022 | Biweekly Payroll Ending 5/14/22 | $ 2,148.89 | | DD05182209 | Payroll Period Ending 05/14/2022 | Biweekly Payroll Ending 5/14/22 | $ 1,967.77 | | DD05182210 | Payroll Period Ending 05/14/2022 | Biweekly Payroll Ending 5/14/22 | $ 1,285.43 | | DD05182211 | Payroll Period Ending 05/14/2022 | Biweekly Payroll Ending 5/14/22 | $ 1,637.83 | | F05-18-22 | E.F.T.P.S. | Employee Withholding PPE 5/18/22 | $ 6,235.58 | | M5-18-22 | MN Department of Revenue | Withholding PPE 05/18/2022 | $ 1,166.84 | | P5-18-22 | P.E.R.A. | Retirement Deduction 05/18/22 | $ 3,370.49 | | 33889 | XZ6344990 | Health Care Savings | $ 536.32 | | 33890 | XZ9322001 | Health Care Savings Reimbursement | $ 125.00 | | 33891 | I.U.O.E. Local 49 Fringe Benefits | July 2022 Group Insurance | $ 12,105.00 | | 33892 | Madison National Life Ins Co, Inc | LTD/STD June 2022 | $ 369.86 | | 33893 | Central Pension Fund | Retirement Contributions May 22 | $ 3,456.00 | | 33894 | Aurora Electric | LED Lighting @Twin lakes | $ 3,680.00 | | 33895 | Aurora Electric | LLCC Gym Lighting | $ 12,630.00 | | 33896 | Aurora, City of | Elevator Contract | $ 42.89 | | 33897 | Aurora Auto Value | Shop, Truck #6 Light, FD | $ 601.45 | | 33898 | Hoyt Lakes, City of | Ambulance Agreement, Tow Trailer Parts | $ 724.54 | | 33899 | Aurora, City of | Wastewater Plant Parts Reimb. | $ 506.28 | | 33900 | Como Oil & Propane | Heat - LLCC | $ 723.09 | | 33901 | APG Media of MN | Meeting Notices | $ 149.20 | | 33902 | CW Technology | Professional Services | $ 322.00 | | 33903 | Edwards Oil | Safety Supplies, Cleaning | $ 362.68 | | 33904 | Frontier | Telephone Service | $ 772.78 | | 33905 | Knaus, Jodi | Travel Expenses | $ 44.74 | | 33906 | Colosimo, Patchin, & Kearney, LTD | Legal Services | $ 429.00 | | 33907 | Excel Business Systems | Service Contract | $ 190.08 | | 33908 | East Mesabi Sanitation | Refuse Collection May 2022 | $ 12,568.93 | | 33909 | Lake Country Power | Electric Service | $ 2,977.00 | | 33910 | Lawson Products | Hammer Bits, Freight | $ 312.20 | | 33911 | L & M Fleet Supply, Inc. | Sweeper, Signs | $ 427.86 | | 33912 | Menard's-Virginia | FD Supplies, Signs | $ 223.54 | | 33913 | Minnesota Association of Cemeteries | 2022 Dues | $ 75.00 | | 33914 | Minnesota Power | Electric Service | $ 235.67 | | 33915 | Minnesota Power | Electric Service | $ 25.48 | | 33916 | Minnesota Power | Electric Service | $ 227.90 | | 33917 | MM&J Accounting Inc. | 98.9 FM Radio Campaign | $ 215.00 | | 33918 | MacQueen Emergency Group | Equipment Parts | $ 135.51 | | 33919 | MCFOA | Clerk MCMC Application | $ 70.00 | | 33920 | North Country Heating, Cooling & Re | Plumbing Repair | $ 375.00 | | 33921 | PeopleService Inc. | W/WW Professional Services | $ 350.00 | | 33922 | Pace Analytical Services, Inc. | Water Testing Services | $ 131.50 | | 33923 | Portable John | Toilets May 2022 | $ 124.08 | | 33924 | Short Elliot Hendrickson, Inc. | Engineering | $ 929.74 | | 33925 | St. Louis County Auditor-PW | APR 2022 Fuel | $ 3,020.46 | | 33926 | Gross, Amanda | Travel Expenses | $ 416.34 | | 33927 | Skinner, Michael | Fuel Reimb. | $ 16.00 | | 33928 | Uline | Invoice 148268684 | $ 2,299.71 | | 33929 | Ultimate Safety Concepts Inc. | Nozzles | $ 5,648.53 | | 33930 | Town of White Petty Cash Fund | Supplies, Postage | $ 130.40 | | 33931 | Gross, Amanda | Clothing Allowance | $ 110.00 | | 33932 | East Range Shopper | Meeting Ad | $ 255.31 | | 33933 | Linde Gas & Equipment Inc. | Welding Supplies/Services | $ 172.38 | | 33934 | Bradach Lumber | Supplies | $ 168.67 | | 33935 | Road Machinery & Supplies Co. | Broom Rental | $ 2,375.00 | | 33936 | A1 Services, Inc. | Pumping Holding Tank | $ 394.00 | | 33937 | Menard's-Virginia | Batteries, Ratchet | $ 201.46 | | 63177 | Colonial Life | MAY 22 Employee Deductions | $ 592.98 | | 63178 | Minnesota Life Insurance Company | Employee/Employer Insurance | $ 170.20 | | DD05312201 | Payroll Period Ending 05/31/2022 | May 2022 Monthly Payroll | $ 349.58 | | DD05312202 | Payroll Period Ending 05/31/2022 | May 2022 Monthly Payroll | $ 128.77 | | DD05312203 | Payroll Period Ending 05/31/2022 | May 2022 Monthly Payroll | $ 249.58 | | DD05312204 | Payroll Period Ending 05/31/2022 | May 2022 Monthly Payroll | $ 257.55 | | DD05312205 | Payroll Period Ending 05/31/2022 | May 2022 Monthly Payroll | $ 402.26 | | F05-31-22 | E.F.T.P.S. Monthly | Employee Deductions | $ 163.10 | | M05-31-22 | MN Department of Revenue Monthly | Employee Withholding | $ 42.46 | | P05-31-22 | P.E.R.A. Monthly | Retirement Deductions | $ 181.00 | |  |  | **TOTAL** | **$ 152,693.65** | |  |  |  |
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**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA APPROVING ALL BILLS AND PAYROLL FOR THE MONTH OF MAY 2022. MOTION CARRIED**

**12. ANNOUNCEMENTS:** Next Regular Meeting: Thursday, July 7, 2022 5:00 PM @ City/Town Government Center; East Range Water Board Meeting: Wednesday, June 15, 2022 @ 4:30 P.M. City/Town Government Center; ERJPB Meeting: Tuesday, June 28, 2022 9:00 AM @ City/Town Government Center; Special Meeting: Wednesday, July 27, 2022 1:00 PM @ Twin Lakes; RAMS Broadband Projects Township Meeting: Thursday, June 16, 2022 @ Noon Northeast Service Coop in Mt. Iron;

**13. ADJOURNMENT**

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON TO ADJOURN THE REGULAR MEETING AT 6:42 P.M. MOTION CARRIED**

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