REGULAR MEETING

**July 6, 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, July 6, 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 JUNE 1, 2023 AND SPECIAL CLOSED MEETING MINUTES FROM JUNE 8, 2023; ALL BILLS AND PAYROLL AS PRESENTED BELOW, COMMITTEE MINUTES AND REPORTS, AND CORRESPONDENCE TO BE FILED FOR JUNE 2023. MOTION CARRIED**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check#** | **Vendor** | **Description** | **Total** |
| CC06-02-23 | Cardmember Service | Training & Supplies | $ 617.76 |
| 34689 | Zito Media | Fire Hall & PW Telephone & Internet | $ 408.88 |
| 34690 | DSC Communications | FD Pagers | $ 1,528.00 |
| 34691 | CTC | Town Office Phone June 2023 | $ 224.16 |
| 34692 | Culligan | Seasonal Tank Exchange | $ 198.00 |
| 34693 | Bryan Lehman | Travel Expenses | $ 134.94 |
| D06-14-23 | Empower | Employee Deductions | $ 350.00 |
| DD06142301 | Payroll Period Ending 06/10/2023 | Regular Payroll Ending 6/10/23 | $ 1,838.72 |
| DD06142302 | Payroll Period Ending 06/10/2023 | Regular Payroll Ending 6/10/23 | $ 656.17 |
| DD06142303 | Payroll Period Ending 06/10/2023 | Regular Payroll Ending 6/10/23 | $ 1,396.70 |
| DD06142304 | Payroll Period Ending 06/10/2023 | Regular Payroll Ending 6/10/23 | $ 660.14 |
| DD06142305 | Payroll Period Ending 06/10/2023 | Regular Payroll Ending 6/10/23 | $ 2,571.77 |
| DD06142306 | Payroll Period Ending 06/10/2023 | Regular Payroll Ending 6/10/23 | $ 1,749.82 |
| DD06142307 | Payroll Period Ending 06/10/2023 | Regular Payroll Ending 6/10/23 | $ 1,690.34 |
| DD06142308 | Payroll Period Ending 06/10/2023 | Regular Payroll Ending 6/10/23 | $ 2,160.80 |
| DD06142309 | Payroll Period Ending 06/10/2023 | Regular Payroll Ending 6/10/23 | $ 2,015.04 |
| DD06142310 | Payroll Period Ending 06/10/2023 | Regular Payroll Ending 6/10/23 | $ 1,419.50 |
| DD06142311 | Payroll Period Ending 06/10/2023 | Regular Payroll Ending 6/10/23 | $ 1,699.11 |
| F06-14-23 | E.F.T.P.S. | Withholding Payroll Ending 6/14/23 | $ 6,098.44 |
| M06-14-23 | MN Department of Revenue | Withholding Payroll Ending 6/14/23 | $ 1,190.07 |
| P06-14-23 | P.E.R.A. | Retirement Deduction 6/14/23 | $ 3,472.98 |
| DD06202301 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 54.13 |
| DD06202302 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 6.83 |
| DD06202303 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 6.83 |
| DD06202304 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 196.04 |
| DD06202305 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 172.39 |
| DD06202306 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 73.84 |
| DD06202307 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 211.81 |
| DD06202308 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 221.66 |
| DD06202309 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 132.97 |
| DD06202310 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 34.42 |
| DD06202311 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 192.10 |
| DD06202312 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 34.42 |
| DD06202313 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 371.46 |
| DD06202314 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 330.07 |
| DD06202315 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 152.68 |
| DD06202316 | Payroll Period Ending 04/29/2023 | April Fire Department Payroll | $ 152.68 |
| FD06-20-263 | E.F.T.P.S. FD | Withholding Tax | $ 71.34 |
| DD06212301 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 93.55 |
| DD06212302 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 97.49 |
| DD06212303 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 34.42 |
| DD06212304 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 306.42 |
| DD06212305 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 184.22 |
| DD06212306 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 34.42 |
| DD06212307 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 211.81 |
| DD06212308 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 282.77 |
| DD06212309 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 192.10 |
| DD06212310 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 93.55 |
| DD06212311 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 152.68 |
| DD06212312 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 26.54 |
| DD06212313 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 379.34 |
| DD06212314 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 192.10 |
| DD06212315 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 54.13 |
| DD06212316 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 26.54 |
| DD06212317 | Payroll Period Ending 05/28/2023 | May Fire Department Payroll | $ 14.71 |
| FD06-21-23 | E.F.T.P.S. FD | Withholding Tax | $ 72.42 |
| D06-28-23 | Empower | Employee Deductions | $ 350.00 |
| DD06282301 | Payroll Period Ending 06/24/2023 | Regular Payroll Ending 6/24/23 | $ 1,823.62 |
| DD06282302 | Payroll Period Ending 06/24/2023 | Regular Payroll Ending 6/24/23 | $ 656.17 |
| DD06282303 | Payroll Period Ending 06/24/2023 | Regular Payroll Ending 6/24/23 | $ 1,377.70 |
| DD06282304 | Payroll Period Ending 06/24/2023 | Regular Payroll Ending 6/24/23 | $ 761.38 |
| DD06282305 | Payroll Period Ending 06/24/2023 | Regular Payroll Ending 6/24/23 | $ 2,462.95 |
| DD06282306 | Payroll Period Ending 06/24/2023 | Regular Payroll Ending 6/24/23 | $ 1,714.82 |
| DD06282307 | Payroll Period Ending 06/24/2023 | Regular Payroll Ending 6/24/23 | $ 1,669.84 |
| DD06282308 | Payroll Period Ending 06/24/2023 | Regular Payroll Ending 6/24/23 | $ 2,125.80 |
| DD06282309 | Payroll Period Ending 06/24/2023 | Regular Payroll Ending 6/24/23 | $ 1,907.64 |
| DD06282310 | Payroll Period Ending 06/24/2023 | Regular Payroll Ending 6/24/23 | $ 1,291.77 |
| DD06282311 | Payroll Period Ending 06/24/2023 | Regular Payroll Ending 6/24/23 | $ 1,664.11 |
| F06-28-23 | E.F.T.P.S. | Withholding Payroll Ending 6/28/23 | $ 5,994.77 |
| M06-28-23 | MN Department of Revenue | Withholding Payroll Ending 6/28/23 | $ 1,163.61 |
| P06-28-23 | P.E.R.A. | Retirement Deduction 6/28/23 | $ 3,398.77 |
| ST06-29-23 | MN Dept of Revenue - Sales Tax | Sales Tax - May 23 | $ 1,605.76 |
| 34694 | Aurora, City of | Nolan Water & Sewer Connection | $ 1,000.00 |
| 34695 | Aurora Electric | PW Garage Light Fixtures to LED | $ 8,600.00 |
| 34696 | Adamski Metal Works LLC | Invoice #1004 | $ 604.84 |
| 34697 | A1 Services, Inc. | Pumping Holding Tank | $ 251.80 |
| 34698 | Bradach Lumber | Pine & SPF for Sign Project, Twin Lakes | $ 93.69 |
| 34699 | Couri & Ruppe, P.L.L.P. | VR Legal Services | $ 187.50 |
| 34700 | Edwards Oil | Driving Gloves, Lens Cleaners, Ear Plugs | $ 182.68 |
| 34701 | Excel Business Systems | Service Contract | $ 318.51 |
| 34702 | Amanda Gross | Travel Expenses | $ 123.67 |
| 34703 | Hoyt Lakes, City of | Ambulance Agreement | $ 800.00 |
| 34704 | L & L Rentals, Inc. | Culverts | $ 23,699.38 |
| 34705 | Lawson Products | TyRaps, Wipes | $ 935.33 |
| 34706 | Lundgren Motors, Inc. | 2019 F350 | $ 48.11 |
| 34707 | Lake Country Power | Electric Service | $ 2,496.00 |
| 34708 | Madison National Life Ins Co, Inc | Disability Ins | $ 365.56 |
| 34709 | Minnesota Power | Electric Service | $ 204.30 |
| 34710 | Minnesota Power | Electric Service | $ 25.11 |
| 34711 | Minnesota Power | Electric Service | $ 239.29 |
| 34712 | MacQueen Emergency Group | Truck Repairs | $ 252.60 |
| 34713 | Mesabi Bituminous Inc | Trigstad Road Hot Mix | $ 1,008.44 |
| 34714 | M-R Sign Co., Inc. | Freight Due from Barricades | $ 227.90 |
| 34715 | Menard's-Virginia | Sign Project, Twin lakes Supplies | $ 867.34 |
| 34716 | Northspan Groups | IREA Dues | $ 75.00 |
| 34717 | P.E.R.A. | Fire Department Pension Shortage | $ 3,776.00 |
| 34718 | Polansky, Roxane | Travel Expense | $ 182.50 |
| 34719 | PeopleService Inc. | W/WW Professional Services | $ 365.00 |
| 34720 | Range Paper | Pavilion Supplies, Garbage Bags | $ 499.87 |
| 34721 | St. Louis County Auditor-PW | May 2023 Fuel | $ 4,780.68 |
| 34722 | Seppi Brothers Concrete Products Co | Concrete for Sign & Salt Dome | $ 1,324.05 |
| 34723 | VC3 | June Service Contract | $ 326.00 |
| 34724 | Colosimo, Patchin, & Kearney, LTD | Legal Services | $ 465.00 |
| 34725 | XZ7617518 | Health Care Medical Reimbursement | $ 80.54 |
| 34726 | XZ6344990 | Health Care Savings | $ 416.67 |
| 34727 | XZ6272397 | HCSP Reimbursement | $ 100.00 |
| 34728 | XZ9322001 | Health Care Savings Reimbursement | $ 237.46 |
| 34729 | Linde Gas & Equipment Inc. | Welding Supplies/Services | $ 240.97 |
| 34730 | Aurora Auto Value | Parts | $ 161.99 |
| 34731 | East Range Times | Digital Inclusion Ad, Flags | $ 207.85 |
| 34732 | Government Forms & Supplies | Printed Checks | $ 289.54 |
| 34733 | Knaus, Jodi | Travel Expenses | $ 59.48 |
| 34734 | I.U.O.E. Local 49 Fringe Benefits | August 2023 Group Insurance | $ 12,780.00 |
| 63267 | Palo Volunteer Fire Department | Good Will Fund APR & MAY 2023 | $ 165.00 |
| 63268 | I.U.O.E. Local 49 | Union Dues June 2023 | $ 315.00 |
| 63269 | Minnesota Life Insurance Company | Employee/Employer Insurance | $ 170.20 |
| 63270 | Colonial Life | June 23 Employee Deductions | $ 592.98 |
| 63271 | MN NCPERS | Life Insurance Employee Paid | $ 48.00 |
| DD06302301 | Payroll Period Ending 06/30/2023 | June Monthly Payroll 2023 | $ 425.79 |
| DD06302302 | Payroll Period Ending 06/30/2023 | June Monthly Payroll 2023 | $ 150.23 |
| DD06302303 | Payroll Period Ending 06/30/2023 | June Monthly Payroll 2023 | $ 299.24 |
| DD06302304 | Payroll Period Ending 06/30/2023 | June Monthly Payroll 2023 | $ 279.01 |
| DD06302305 | Payroll Period Ending 06/30/2023 | June Monthly Payroll 2023 | $ 481.78 |
| F06-30-23 | E.F.T.P.S. Monthly | Employee Deductions | $ 177.26 |
| M06-30-23 | MN Department of Revenue Monthly | Employee Withholding | $ 47.56 |
| P06-30-23 | P.E.R.A. Monthly | Retirement Deductions | $ 210.52 |
|  |  | **TOTAL** | **$ 139,178.15** |

**2. THE TREASURER’S REPORT FOR THE MONTH OF JUNE 2023, LISTED RECEIPTS IN THE AMOUNT OF $34,553.61:**

|  |  |
| --- | --- |
| MPCA Fuel Leak Reimbursement  Propane Reimbursement  Garbage Bag Revenue  Water/Sewer Hook-up & Application Fee  Cemetery  LLCC Rental Fees  TL Pavilion Rental Fees  2023 Federal PILT  Scrap Iron  Timber Sale to Lobb Forest Enterprises | 8,193.39  5,284.56  3,396.00  2,025.00  300.00  795.00  950.00  4,904.64  953.60  7,730.00 |
| Interest Earned | 21.42 |
| **TOTAL** | **$34,553.61** |

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

**3. CITIZENS/GUESTS**: None

**4. UNFINISHED BUSINESS:**

4.1 Fire Department Updates:

* Application: Derek Hirsch

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA ACCEPTING THE APPLICATION OF DEREK HIRSCH TO THE PALO VOLUNTEER FIRE DEPARTMENT AND OFFERING EMPLOYMENT CONTINGENT UPON PASSING THE REQUIRED PHYSICAL AGILITY TESTING BY THE FIRE DEPARTMENT, THE EMPLOYMENT PHYSICAL APPROVED BY A PHYSICIAN, AND THE PRE-EMPLOYMENT DRUG SCREENING AND BACKGROUND CHECK. MOTION CARRIED**

* AFG Grant was awarded by FEMA in the amount of $110,859.00 for purchasing safety equipment. The Town’s portion is 5% or $5,279.00. Webinars will be held in August for administering the grant. Sknnier has met with Dan Mackey on budgets preparing for the Special Meeting. Skelton assured Skinner we would meet and it may take several meetings to accomplish what needs to be done. Skinner also met with the Scott representative and will bring the quote to the Township office.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO SCHEDULE A SPECIAL MEETING WITH FIRE DEPARTMENT MEMBERS TO DISCUSS THE 2023-2024 BUDGET, LONG-RANGE PLANNING, STANDARD OPERATING PROCEDURES AND THE AFG GRANT FOR TUESDAY, JULY 18, 2023 AT 4:30 P.M. MOTION CARRIED**

* Adamski Metal Works Invoice - $610.73
* Public Works Storage Written Request – tabled until we have a final move date from St. Louis County.
* Skinner inquired about the new electronic sign and wondered why there was no logo for the Fire Department on it. Knaus responded the header on the sign is the Township Logo. The Fire Department is a part of the Township. The office can program any sign message and the Fire Department just needs to call the office with any messages they want displayed. Skinner also asked about getting a light on the flag pole. Niemi will take care of this.

4.2 Stepetz Road Logging Project –Lobb Enterprises was awarded the bid and work is in progress.

4.3 Joint Water Project - The Board reviewed the SEH June Status Report, the Final Report for the BARR Pit Modeling and discussed bids will go out in August for the Project. A community Open Forum is being planned for Thursday, August 24, 2023.

**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 SKELTON, SUPPORTED BY ANTTILA 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 – Sign has been installed. Grant closed 6/30/23 and final reimbursement will be made by IRRRB.

**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.

Waiting for updates. We should hear next steps soon.

4.10 National Night Out & Health Fair - August 1, 2023 –The office staff are working with Brock Kick to plan the event. Essentia is sponsoring along with St. Louis County and paying $500.00 towards costs. Employees will need to work the evening event in addition to the day shift.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA AUTHORIZING THE OFFICE STAFF TO SPEND UP TO $1,000.00 FOR THE EVENT. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA AUTHORIZING EMPLOYEES TO WORK THE EVENT WITH OVERTIME PAY. MOTION CARRIED**

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

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

4.12 Digital Inclusion Committee & Grant – Survey results along with Focus Group feedback was sent to the State and shared with the City of Aurora. Grant reimbursement request will be submitted by July 30th.

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

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

4.14 Twin lakes property – Niemi will check to see if dock has been moved.

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

4.15 Camping Under the Stars at Loon Lake Meteor Event – Scheduled for Saturday, August 12, 2023; Hopefully people will sign up for this wonderful event!!

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

4.16 Curtiss Anttila Contract – For grant writing and professional services. Knaus and Anttila met to define duties as listed in the contract up to $12,000.00 per year.

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING THE CONTRACT FOR PROFESSIONAL SERVICES FOR CURTISS ANTTILA UP TO $12,000.00 PER YEAR. MOTION CARRIED**

**5. NEW BUSINESS:**

5.1 Embarrass Region Volunteer Fire Department Contract

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE INVOICE PAYMENT TO THE EMBARRASS REGION VOLUNTEER FIRE DEPARTMENT FOR SERVICES IN 2023-2024 IN THE AMOUNT OF $3,067.01. MOTION CARRIED**

5.2 Tri-City Ambulance Draft Taxing District Documents & Discussion

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING OFFICE TO REACH OUT TO THE CLOQUET TAXING DISTRICT TO SET UP A MEETING WITH THE BOARD AND TO TABLE TO NEXT MONTH. MOTION CARRIED**

5.3 Twin Lakes Beach Updates – Lifeguard schedule of beach coverage was reviewed by the Board.

5.4 St. Louis County 2024 Maintenance Programs & Resolution 2023-008 – The Township would like to crush an estimated 25,000 tons of gravel in the Stepetz Pit. Foreman Niemi contacted the County and they are willing to do this.

**IT WAS MOVED BY ANTTILA, SUPPORTED BY KIPPLEY APPROVING RESOLUTION 2023-008 AUTHORIZING THE TOWN OF WHITE TO MAKE APPLICATION TO ST. LOUIS COUNTY MAINTENANCE PROGRAMS AND TO PARTICIPATE IN THE CRUSHING PROGRAM FOR 2024. MOTION CARRIED**

5.5 L & L Rentals Culvert Invoice - $23,699.38

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE PURCHASE OF CULVERTS FROM L & L RENTALS AT A COST OF $23,699.38. MOTION CARRIED**

5.6 Aurora Electric Invoice Increased from Quote Approved in May – Price quoted was not correct due to manufacturers cost increases. Price increased from $245.00 per fixture to $330.00 per fixture.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE INCREASE ON THE AURORA ELECTRIC INVOICE FOR PAYMENT. MOTION CARRIED**

5.7 Trigstad Road Shouldering Estimate – KGM will be in the area and is willing to fix the shoulders on Trigstad Road.

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY ANTTILA APPROVING THE KGM ESTIMATE FOR SHOULDERING SERVICES ON TRIGSTAD ROAD IN THE AMOUNT OF $39,500.00. MOTION CARRIED**

5.8 Filing Notice for General Election – August 1, 2023 through August 15, 2023 was reviewed.

5.9 Twin Lakes Pavilion Damages – Granite Countertop Cracked, floor heaving; cleaning position back-up needs were discussed. The granite countertop cracked during spring thaw. The floor is heaving in the center and is uneven in color from one side to the other. Several items need to be addressed such as damaged ceiling tiles, light fixtures need replacing, some outlets don’t work, the floor boards are chipping, and the bathroom floors need to be epoxy sealed even though the product was purchased two years ago. It has been brought up, the employee who cleans the Pavilion is scheduled every weekend even though she also works 40 hours during the week. This isn’t fair when she is also mowing on Monday’s or Friday’s making it not possible to flex her schedule. Knaus suggests hiring either a cleaning company or individual to serve as back-up for Polansky when she is off work. Polansky’s position is the only one that doesn’t have back-up. For example, the deputy clerk and deputy treasurer fill in for the Office Staff and the Public Works department has six employees who all perform the same duties. The back-up position would have approximately six to eight weeks of work for vacation, sick leave, and weekend fill-ins. Plus, for events it would be nice to have an extra hand. The Board wants to think about options and discuss next month.

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

5.10 Lead Service Line Inventory Grant Application – Due July 20, 2023; State will administer the program and provide the documentation to the Township. The City of Aurora is also applying and has appointed Bolton & Menk as their engineering firm for the grant. The Town Board felt it was advantageous to have the same engineering firm for both the City/Town infrastructure.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE APPLICATION FOR THE LEAD SERVICE LINE INVENTORY GRANT PROGRAM. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE ENGINEERING FIRM OF BOLTON & MENK FOR THE LEAD SERVICE LINE INVENTORY GRANT PROGRAM FOR THE TOWN OF WHITE. MOTION CARRIED**

**6. REPORTS:**

Clerk’s Report

1.) Quarterly Payroll Reports will be filed

2.) As the Water Project moves forward there will be a lot of administrative work behind the scenes to set-up billing, account rollovers, establishing rates, personnel guidelines, and oversight and administration of federal and state funding received. There is an EPA Community Grant Training Series of online meetings beginning on July 12th that I will be attending.

3.) I will be attending an online Community Development Resources Workshop for IRRRB funding on July 18, 2023.

4.) Election season is upon us. Amanda and I will be going to Duluth on July 27th in the afternoon to attend a demonstration of electronic poll pads St. Louis County is hosting.

5.) The Palo Markham School Group has verbally offered to purchase new padding for the gym. The office staff will research what we want purchased and the cost. Ian Ramfjord was contacted by Jim Jones to replace the purchased stage padding and fix the stage underneath the padding and the doors under the stage which will no longer shut. I spoke with Ian and told him he needed to submit a quote for services to the Board for approval prior to any work being performed.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO REACH OUT TO THE PMSG, JIM JONES, AND IAN RAMFJORD ADVISING THEM NO IMPROVEMENTS SHALL BE DONE AT THE LOON LAKE COMMUNITY CENTER WITHOUT BOARD APPROVAL. MOTION CARRIED**

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

* IT Professional Services
* Franchise Fees for Power & Utilities (fiber)
* Road Documentation Filings with St. Louis County for all platted roads
* Road Vacation Filings (Road 45/Lane 51)
* Standard Operating Procedures for Fire Department
* Facilities Capital Improvement Plan & Updated Strategic Plan

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

Foreman Niemi – Dust Control should arrive next week; electronic sign installation went great; crew busy grading, mowing, and graveling roads.

Supervisors:

Anttila – would like to see more ditching completed this year.

Kippley – sign looks great; roads look good; Public Works garage is nice and clean; compliments to the staff!!

Skelton – Compliments to all of our valued employees. Thank you for all you do.

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

**8. ANNOUNCEMENTS:** Next Regular Meeting: Thursday, August 3, 2023 5:00 P.M. @ City/Town Government Center; East Range Water Board Meeting: Wednesday, July 19, 2023 4:30 P.M. @ City/Town Government Center; ERJPB Meeting: Tuesday, July 25, 2023 9:00 AM @ City/Town Government Center; Special Meeting with Palo Fire Department: Tuesday, July 18, 2023 4:30 PM @ City/Town Government Center;

**9. ADJOURNMENT**

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON TO ADJOURN THE REGULAR MEETING AT 7:20 P.M. MOTION CARRIED**

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