REGULAR MEETING

**May 4, 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, May 4, 2023, 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, Randy Janke

**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 APRIL 6, 2023, ALL BILLS AND PAYROLL AS PRESENTED BELOW, COMMITTEE MINUTES AND REPORTS, AND CORRESPONDENCE TO BE FILED FOR APRIL 2023. MOTION CARRIED**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check#** | **Vendor** | **Description** | **Total** |
| CC04-03-23 | Cardmember Service | Training | $ 2,791.89 |
| D04-05-23 | Empower | Employee Deductions | $ 350.00 |
| DD04052301 | Payroll Period Ending 04/01/2023 | Payroll Ending 04/01/2023 | $ 1,936.29 |
| DD04052302 | Payroll Period Ending 04/01/2023 | Payroll Ending 04/01/2023 | $ 1,396.70 |
| DD04052303 | Payroll Period Ending 04/01/2023 | Payroll Ending 04/01/2023 | $ 1,777.92 |
| DD04052304 | Payroll Period Ending 04/01/2023 | Payroll Ending 04/01/2023 | $ 2,065.08 |
| DD04052305 | Payroll Period Ending 04/01/2023 | Payroll Ending 04/01/2023 | $ 1,805.95 |
| DD04052306 | Payroll Period Ending 04/01/2023 | Payroll Ending 04/01/2023 | $ 1,775.05 |
| DD04052307 | Payroll Period Ending 04/01/2023 | Payroll Ending 04/01/2023 | $ 2,004.59 |
| DD04052308 | Payroll Period Ending 04/01/2023 | Payroll Ending 04/01/2023 | $ 1,942.64 |
| DD04052309 | Payroll Period Ending 04/01/2023 | Payroll Ending 04/01/2023 | $ 1,326.77 |
| DD04052310 | Payroll Period Ending 04/01/2023 | Payroll Ending 04/01/2023 | $ 1,895.59 |
| F04-05-23 | E.F.T.P.S. | Withholding Payroll 4/5/23 | $ 6,311.06 |
| M04-05-23 | MN Department of Revenue | Withholding | $ 1,242.52 |
| P04-05-23 | P.E.R.A. | Retirement Deduction 4/5/23 | $ 3,284.48 |
| 34577 | East Mesabi Sanitation | Refuse Collection Mar 2023 | $ 12,671.43 |
| 34578 | Zito Media | Fire Hall & PW Telephone & Internet | $ 409.74 |
| 34579 | Range Paper | LLCC Drain Hose | $ 81.51 |
| 34580 | VC3 | April Service Contract | $ 326.00 |
| D04-19-23 | Empower | Employee Deductions | $ 350.00 |
| DD04192301 | Payroll Period Ending 04/15/2023 | Regular Payroll Ending 04/15/23 | $ 905.73 |
| DD04192302 | Payroll Period Ending 04/15/2023 | Regular Payroll Ending 04/15/23 | $ 1,377.70 |
| DD04192303 | Payroll Period Ending 04/15/2023 | Regular Payroll Ending 04/15/23 | $ 615.14 |
| DD04192304 | Payroll Period Ending 04/15/2023 | Regular Payroll Ending 04/15/23 | $ 2,462.95 |
| DD04192305 | Payroll Period Ending 04/15/2023 | Regular Payroll Ending 04/15/23 | $ 1,714.82 |
| DD04192306 | Payroll Period Ending 04/15/2023 | Regular Payroll Ending 04/15/23 | $ 1,765.78 |
| DD04192307 | Payroll Period Ending 04/15/2023 | Regular Payroll Ending 04/15/23 | $ 2,842.62 |
| DD04192308 | Payroll Period Ending 04/15/2023 | Regular Payroll Ending 04/15/23 | $ 2,590.66 |
| DD04192309 | Payroll Period Ending 04/15/2023 | Regular Payroll Ending 04/15/23 | $ 1,291.77 |
| DD04192310 | Payroll Period Ending 04/15/2023 | Regular Payroll Ending 04/15/23 | $ 2,000.96 |
| F04-19-23 | E.F.T.P.S. | Withholding Payroll 4/19/23 | $ 6,402.15 |
| M04-19-23 | MN Department of Revenue | Withholding | $ 1,261.19 |
| P04-19-23 | P.E.R.A. | Retirement Deduction 4/19/23 | $ 3,343.41 |
| St04-19-23 | MN Dept of Revenue - Sales Tax | Sales Tax - Mar 23 | $ 2,527.00 |
| DD04212301 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 42.30 |
| DD04212302 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 229.55 |
| DD04212303 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 125.09 |
| DD04212304 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 54.13 |
| DD04212305 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 162.53 |
| DD04212306 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 290.65 |
| DD04212307 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 142.82 |
| DD04212308 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 63.98 |
| DD04212309 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 182.24 |
| DD04212310 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 363.58 |
| DD04212311 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 142.82 |
| DD04212312 | Payroll Period Ending 02/27/2023 | February 2023 FD Payroll | $ 54.13 |
| FD04-21-23 | E.F.T.P.S. FD | Withholding Tax | $ 56.36 |
| DD04242301 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 34.42 |
| DD04242302 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 46.25 |
| DD04242303 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 152.68 |
| DD04242304 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 316.27 |
| DD04242305 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 44.27 |
| DD04242306 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 162.53 |
| DD04242307 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 373.43 |
| DD04242308 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 132.97 |
| DD04242309 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 36.39 |
| DD04242310 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 172.39 |
| DD04242311 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 34.42 |
| DD04242312 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 503.52 |
| DD04242313 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 221.66 |
| DD04242314 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 93.55 |
| DD04242315 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 46.25 |
| DD04242316 | Payroll Period Ending 03/30/2023 | March 2023 FD Payroll | $ 14.71 |
| FD04-24-23 | E.F.T.P.S. FD | Withholding Tax | $ 72.58 |
| DD04282301 | Payroll Period Ending 04/28/2023 | April 2023 Monthly Payroll | $ 399.24 |
| DD04282302 | Payroll Period Ending 04/28/2023 | April 2023 Monthly Payroll | $ 150.23 |
| DD04282303 | Payroll Period Ending 04/28/2023 | April 2023 Monthly Payroll | $ 272.71 |
| DD04282304 | Payroll Period Ending 04/28/2023 | April 2023 Monthly Payroll | $ 279.01 |
| DD04282305 | Payroll Period Ending 04/28/2023 | April 2023 Monthly Payroll | $ 397.59 |
| F04-28-23 | E.F.T.P.S. Monthly | Employee Deductions | $ 172.90 |
| M04-28-23 | MN Department of Revenue Monthly | Employee Withholding | $ 44.51 |
| P04-28-23 | P.E.R.A. Monthly | Retirement Deductions | $ 195.52 |
| 34582 | A1 Services, Inc. | Jetting Floor Drain Lines | $ 175.00 |
| 34583 | Bradach Lumber | Shop Airlines County Side | $ 13.97 |
| 34584 | Culligan | Solar Salt | $ 30.85 |
| 34585 | Como Oil & Propane | Propane | $ 985.57 |
| 34586 | CTC | Town Office Phone Apr 2023 | $ 224.16 |
| 34587 | Coldspring Memorial | 48 Niche Columbarium Down Payment | $ 13,652.76 |
| 34588 | Excel Business Systems | Service Contract | $ 240.81 |
| 34589 | East Range Joint Powers Board | 2nd Qtr 2023 | $ 3,750.00 |
| 34590 | Hoyt Lakes, City of | Ambulance Agreement | $ 800.00 |
| 34591 | IIMC | Membership Dues through 6/30/24 | $ 335.00 |
| 34592 | KB Plumbing & Heating | LLCC Kitchen Sink Leak | $ 447.00 |
| 34593 | Lawson Products | Drill Bits, Screwdrivers | $ 750.45 |
| 34594 | Lake Country Power | Electric Service | $ 3,512.00 |
| 34595 | Minnesota Power | Electric Service | $ 239.71 |
| 34596 | Minnesota Power | Electric Service | $ 161.79 |
| 34597 | Minnesota Power | Electric Service | $ 28.14 |
| 34598 | Madison National Life Ins Co, Inc | Disability Ins | $ 365.56 |
| 34599 | Nuss Truck & Equipment | Parts & Labor | $ 1,213.48 |
| 34600 | PeopleService Inc. | W/WW Professional Services | $ 365.00 |
| 34601 | St. Louis County Assoc. of Township | Dues | $ 1,178.66 |
| 34602 | St. Louis County Auditor-PW | Mar 2023 Fuel | $ 9,975.33 |
| 34603 | Z-TECH | Tool Rack Holders for Trucks | $ 318.00 |
| 34604 | AVI SPL | SMART TV & CART | $ 4,932.92 |
| 34605 | East Range Times | Meeting Notices | $ 407.10 |
| 34606 | Advantage Systems Group | Fob System Subscription to 4/30/24 | $ 582.00 |
| 34607 | Mesabi Elm Utilization Authority | Skidsteer Rental | $ 1,766.04 |
| 34608 | Colosimo, Patchin, & Kearney, LTD | Legal Services | $ 465.00 |
| 34609 | Anttila, Craig | Travel Expenses | $ 36.03 |
| 34610 | APG Media of MN | Meeting Notices | $ 135.06 |
| 34611 | A1 Services, Inc. | Pumping Holding Tank | $ 268.50 |
| 34612 | Aurora Auto Value | Def fluid, Steamer Truck | $ 315.38 |
| 34613 | L & M Fleet Supply, Inc. | Fuel, Batteries, Supplies | $ 370.71 |
| 34614 | Lawson Products | Antacids | $ 43.32 |
| 34615 | Peterson, Wesley | \*\*\*VOID$312.23\*\*\*Clothing Allowance | $ - |
| 34616 | Nuss Truck & Equipment | Volvo Loader | $ 338.74 |
| 34617 | Michael Doherty | Beaver Trapping (5) | $ 250.00 |
| 34618 | MN State Patrol, CMV | Vehicle Decals 2023 | $ 40.00 |
| 34619 | Road Machinery & Supplies Co. | Broom Rental | $ 2,662.00 |
| 34620 | Central Pension Fund | Retirement Contributions Apr 23 | $ 3,244.32 |
| 34621 | XZ2234345 | HCSP Reimbursement | $ 778.38 |
| 34622 | XZ7617518 | HCSP Reimbursement | $ 72.00 |
| 34623 | XZ6344990 | HCSP Reimbursement | $ 416.67 |
| 34624 | APG Media of MN | Meeting Notices | $ 74.60 |
| 34625 | Linde Gas & Equipment Inc. | Welding Supplies/Services | $ 240.97 |
| 63257 | Palo Volunteer Fire Department | Good Will Fund FEB & MAR 2023 | $ 140.00 |
| 63258 | Colonial Life | APR 23 Employee Deductions | $ 592.98 |
| 63259 | MN NCPERS | Life Insurance Employee Paid | $ 48.00 |
| 63260 | Minnesota Life Insurance Company | Employee/Employer Insurance | $ 340.40 |
| 63261 | I.U.O.E. Local 49 | Union Dues APR 2023 | $ 315.00 |
| 63262 | I.U.O.E. Local 49 Fringe Benefits | June 2023 Group Insurance | $ 12,780.00 |
|  |  | **TOTAL** | **$ 153,546.63** |

**2. THE TREASURER’S REPORT FOR THE MONTH OF APRIL 2023, LISTED RECEIPTS IN THE AMOUNT OF $336,349.08:**

|  |  |
| --- | --- |
| Annexation Payment 2021  FD Grant Savings Funds Transfer to Checking  Garbage Bag Revenue  Refuse Revenue  LMC Insurance Payment for Windshield  LLCC Rental Fees  TL Pavilion Rental Fees  Permit Fees | 323,951.65  6,114.62  3,243.00  699.23  251.70  1,860.00  150.00  50.00 |
| Interest Earned | 28.88 |
| **TOTAL** | **$336,349.08** |

The Board also reviewed the ARPA funding available and spent to date. **IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO ACCEPT THE TREASURER’S REPORT FOR THE MONTH OF APRIL 2023 RECEIPTS AS READ. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO INVEST THE ANNEXATION PAYMENT FOR 2021 INTO A CD AT THE FIRST NATIONAL BANK OF GILBERT. MOTION CARRIED**

**3. CITIZENS/GUESTS**: Randy Janke – appeared before the Board because he cannot access his property. Kearney explained the cartway process and cartway law. Janke will get in touch with neighbor Jim Radtke, and if parties cannot resolve Janke will appear before the Board at a later date.

**4. UNFINISHED BUSINESS:**

4.1 Fire Department Updates:

* Jon Skelton commended Chief Skinner on a great job being Chief and directing the Fire Department at a recent fire in Aurora; the department looked sharp and it was apparent the department has strong relationships with other departments.
* Public Works Storage Written Request – tabled from last month; meeting needs to be scheduled.

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

* DSC Communications Unication Page Quote - $1,528.00 per pager

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE PURCHASE OF TWO PAGERS FOR THE FIRE DEPARTMENT FROM DSC COMMUNICATIONS AT A TOTAL COST OF $3,056.00. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING KNAUS AND GROSS TO GET CURRENT FIRE DEPARTMENT BUDGET REPORTS AND MEET WITH SKINNER SO HE UNDERSTANDS THE BUDGET WHICH WILL ALLOW HIM TO TO DEVELOP A FIVE YEAR STRATEGIC PLAN FOR THE FIRE DEPARTMENT AS A TOP PRIORITY.**

* PERA Volunteer Firefighter Plan Financial Report for 2023 was reviewed.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO PUT THIS ON THE SPECIAL MEETING AGENDA. MOTION CARRIED**

* St. Louis County Services Contract amount for 2024 – Currently $36,000.00

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA TO LEAVE THE ST. LOUIS COUNTY SERVICES CONTRACT FOR 2024 AMOUNT THE SAME AT $36,000.00. MOTION CARRIED**

* Skinner met with the forest service/DNR; he took the MN State Fire Association Course; we should be receiving reimbursement for two sets of gear and medical exams for the new hires from a grant; he met with Gloria Erickson regarding a Fire Wise Plan; the department will host the Whitetail Unlimited Banquet at Loon Lake Community Center on October 7, 2023.

4.2 Stepetz Road Logging Project – Megan Eiting, DNR office coordinated the bidding process. Five bids were submitted to the Township Office and reviewed by the Board. Bids were submitted on the Timber Sale Bid Invitation Form provided by the DNR. Megan Eiting, DNR representative sent out the project information to all local vendors. Anttila will abstain from voting due to a personal conflict. Knaus will notify vendors who were not awarded the bid after the meeting.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO AWARD THE STEPETZ ROAD LOGGING PROJECT BID TO LOBB FOREST ENTERPRISES, MAKINEN MN AS A SOLD ON APPRIASED VALUE BID OF $7,730.00. MOTION CARRIED**

4.3 Joint Water Project - Updated cost estimate for the Project and the SEH Status Report dated April 21, 2023 was reviewed by the Board. The new total project construction cost is $27,166,202.00.

**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 will take place in the next month when reports are received from Mediacom. 25 homes in the targeted area can now be connected if the homeowners desire to be connected.

**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 in June. Niemi is trying to get ahold of Zito.

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

4.8 LLCC Deed/Legal Update – meeting will be scheduled with School District representatives; they are willing to meet in person and discuss.

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

4.9 Resolution 2023-007 was reviewed as follows: Declaring A Temporary Moratorium On Edible Cannabinoid Products Derived From Hemp Within The Town Of White:

WHEREAS, the 2022 Minnesota State Legislature amended Minnesota Statutes 15 1.72 to allow the sale of certain cannabinoid products derived from hemp; and

WHEREAS, the zoning ordinances, licensing framework and other regulations of the Town of White presently do not address the issues presented by the expanded authority to sell certain cannabinoid products derived from hemp; and

WHEREAS, due to the rapidly changing regulatory environment surrounding edible cannabinoids, medical marijuana, and the possible legalization of marijuana in Minnesota the public interest requires that the Town study, analyze and evaluate the impacts of the sale and development of edible cannabinoids and future developments related to hemp and marijuana in Minnesota in relationship to the zoning districts within the township; and

WHEREAS, the Town of White Board desires to have the issue of edible cannabinoid products derived from hemp and future developments related to hemp and marijuana studied further by St. Louis County and Township Staff and obtain input from Town of White residents, and other interested parties; and

WHEREAS, the Town Board has requested the Township Staff seek guidance from the League of Minnesota Cities, Minnesota Association of Townships, and law enforcement organizations to study the issue of edible cannabinoid products derived from hemp at the earliest possible time and provide its report and recommendation with respect to possible new zoning, licensing or other regulations that are necessary and desirable; and

WHEREAS, in the meantime the Town Board desires that no product sale or the development, construction or creation, or new permitting of any business or activities involved with edible cannabinoid products derived from hemp occur within the Town of White until such study, recommendations and decisions are completed and made, as the case may be; and

WHEREAS, with the changing landscape of THC regulations in the state; the Town Board believes that it is in the best interest of the Town of White that a temporary moratorium be imposed involving edible cannabinoids derived from hemp within the Town of White.

NOW, THEREFORE, BE IT ORDAINED by the Town Board of Supervisors of the Town of White, Minnesota. that the following regulations be adopted for the Town of White:

l . No person, firm, entity, or corporation shall sell such product or construct, develop or create a business, or receive a new permit to conduct any activity involving edible cannabinoid products derived from hemp in the Town of White until the earlier of (i) January 1 9 2025 or (ii) the effective date of provisions relating to edible cannabinoid products derived from hemp in St. Louis County Ordinance 51.

1. Town of White Staff is hereby directed to study the effects edible cannabinoids would have on residents and businesses and consider any studies or recommendations developed regarding hemp-derived cannabinoids and other products related to marijuana, which may become legalized or otherwise regulated, to help determine the regulatory controls which may need to be adopted or revised to protect the public's health, safety and welfare and provide its report and recommendations to the Town of White Board as soon as possible.
2. Study participants may include, but not limited to, members of the public, law enforcement, persons authorized to sell tobacco, tobacco products and tobacco related devices, and elected and appointed officials.

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON ADOPTING RESOLUTION 2023-007. MOTION CARRIED**

4.10 National Night Out August 1, 2023 – We will have a health fair at the same time. The office staff are working with Brock Kick to plan the event.

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

4.11 Cemetery Columbarium Purchase – Contract review and invoice was reviewed from ColdSpring.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY APPROVING THE CONTRACT WITH COLDSPRING FOR THE COLUMBARIUM PURCHASE AT A TOTAL COST OF $41,372.00 USING ARPA FUNDING FOR THE PURCHASE. MOTION CARRIED**

4.12 Digital Inclusion Grant – The committee of Mary Ann Helander, Ralph Johnson, Amanda Gross, Amber Lewis, and Jodi Knaus will meet on May 9, 2023. Residents will receive a survey to complete. Data collected will help identify digital needs in our community. The Board reviwed the Digital Connection Guide provided by the MN Employment & Economic Development office.

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

4.13 Election Cycle – The office is working on drafting a letter to be sent to the Secretary of State and local legislators to see what we need to do to get the special legislation changed. Knaus will keep the Board updated on progress.

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

4.14 Twin lakes property – Kearney updated the Board if we wish to put a fishing pier or dock there we need to reach out to the MN DNR. Facility and grounds planning needs to be done for applying for the MN DNR Outdoor Recreation Grant and other sources. The Certificate of Survey completed by Northern Lights shows the Starken’s dock is encroaching Township property. Kearney suggested sending a letter to have it removed from Township property.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY DIRECTING KNAUS TO SEND A LETTER TO THE STARKEN’S REQUESTING THEY REMOVE THE DOCK OFF TOWNSHIP PROPERTY. MOTION CARRIED**

**5. NEW BUSINESS:**

5.1 Lifeguard Pay for 2023 – Goerdt requested an increase to recruit lifeguards. $15.00/hr for Head Lifeguard and $14.00/hr for Lifeguards. Hoyt Lakes declined the request because the budgets are already defined for this year. Skelton agrees the cities and Town with beaches should all be on the same pay schedule and not competing. Skelton would also like to see Goerdt, the Youth Coordinator at the quarterly meetings and running the meetings, not the Superintendent.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA THAT YOUTH COORDINATOR, MARK GOERDT LEAD THE QUARTERLY MEETINGS OF THE RECREATION COMMITTEE. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA THE LIFEGUARD PAY RATES REMAIN THE SAME FOR THE TWIN LAKES BEACH WITH NO INCREASE FOR 2023 AND 2024 LIFEGUARD RATES BE ADDED TO THE AGENDA FOR THE NEXT RECREATION COMMITTEE MEETING FOR DISCUSSION. MOTION CARRIED**

5.2 Election Judge Pay for 2023 – Election judges are hard to find. Hoyt Lakes increased the pay as well as many other local cities in the area.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA APPROVING THE PAY FOR HEAD JUDGE AND ELECTION JUDGES AT $16.00/HR FOR 2023. MOTION CARRIED**

5.3 Personnel Discussion Re: Call Back Time & Step-up Foreman

Recently the Foreman was on vacation and the Step-up Foreman worked, both claiming overtime for the same shift. Niemi clarified to the Board why he claimed overtime hours while on vacation. He received multiple calls from 9-1-1, staff, and others due to the flooding incidents and road damage taking him away from his vacation time as he was working. The Board discussed the chain of command with the Foreman and directed the Foreman to notify St. Louis County 9-1-1 Communications of an alternate number to call when he is away from business. When an employee is on vacation, they should not be bothered with phone calls. This is why we have alternate staff.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING THE OFFICE TO PROCESS EIGHT HOURS OF OVERTIME PAY FOR CLARK NIEMI AS DOCUMENTED ON HIS TIMESHEET. MOTION CARRIED**

5.4 SLCAT Annual Meeting & Dinner RSVP is due Wednesday, May 24, 2023 so let the office know if you wish to bring a guest and if you are planning on attending.

5.5 LLCC MN Department of Health Inspection Report Review – the stove has shifted from under the vent. Supervisor Anttila will follow-up with Jim Jones.

5.6 Facility Table and Chair Rental Agreement Discussion – the office get requests often from the public to borrow tables and chairs from the Community Center for weddings, graduations, and even public events. Currently, we believe people call LLCC directly and borrow the tables but there is no protocol in place if they do not return or if they return damaged. This could also be a small source of revenue. There could be a designated number of chairs and tables available for rent leaving most tables and chairs at the Community Center untouched and only available if you rent the Community Center. This needs more discussion. The form provided and rates is an example.

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

5.7 Spring Flooding Road Updates – A disaster was declared in St. Louis County. Road reports will be submitted to St. Louis County for potential reimbursement of costs for repairs. The Township had extensive damage on four roadways where culverts needed to be replaced and installed.

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

5.8 Insurance Coverages and recent claims discussion – The grader broke down and the tow cost was $1,000.00. This claim was denied. After speaking with Jared Ahrens, Insurance Agent he notified the office there is equipment breakdown coverage which we currently do not pay for on our policy that would be an extra cost if we wanted the additional coverage. This does not cover mobile equipment but does cover boilers, copiers, and other types of building equipment. The boiler we replaced at LLCC cost $18,000.00 last year. There also was damage sustained on a storage trailer at the Shooting Range which is not listed on the policy. The claim will be denied. Jared is going to the Shooting Range to do a walk-through to make sure all structures are listed on the policy. Knaus would like to have an annual meeting with agent to ensure all facilities and equipment are covered and the Township has adequate coverage. Stordahl reported trespassing is happening a lot at the Shooting Range and provided pictures to the Board. Skelton will try to get more law enforcement coverage in the area.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING KNAUS TO ADD MOBILE EQUIPMENT COVERAGE TO THE LMCIT INSURANCE POLICY FOR THE TOWNSHIP AND NOTIFY AGENT AHRENS TO ADD THE COVERAGE AND BILL THE TOWNSHIP FOR THE PREMIUM OF $392.00. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA REQUESTING AN ANNUAL MEETING WITH AGENT AHRENS TO DISCUSS INSURANCE CHANGES, OPTIONS, AND PREMIUMS FOR BOTH WORKER’S COMPENSATION COVERAGE AND PROPERTY, CASUALTY INSURANCE THROUGH THE LEAGUE OF MINNESOTA CITIES & INSURANCE TRUST. MOTION CARRIED**

5.9 ARPA Funding Purchase for LLCC Quote

**IT WAS MOVED BY ANTTILA, SUPPORTED BY SKELTON APPROVING THE PURCHASE OF A MOBILE ELECTRIC CART AND SMART TV FOR THE LOON LAKE COMMUNITY CENTER FROM AVI- SPL LLC AT A COST OF $8,016.13. MOTION CARRIED**

5.10 Aurora Electric Estimate for Lighting Fixtures at the Public Works Facility – Niemi would like to do this in phases as presented on the estimate.

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING THE FIRST PHASE OF LIGHTING TO BE REPLACED AT THE PUBIC WORKS FACILITY IN THE MAIN REPAIR BAY, OFFICE, HALL, PARTS ROOM, LUNCH ROOM, BATHROOM, MEZZANINE, AND FURNACE ROOM AT $245.00 EACH FIXTURE FOR A TOTAL OF $6,820.00. MOTION CARRIED**

5.11 Meteor Shower Event Request – Friday, August 11 and/or Saturday, August 12 – Kim Sampson and Beth Pierce would like to help the Township host a Meteor Shower Event with Overnight Camping for these dates at either Twin Lakes or LLCC as a Community Event. The Aurora Borealis and stargazing have become very popular events and nothing like this is being offered on the Range. The Board feels LLCC would be a better venue with better bathroom facilities and more room inside if the weather is bad. The building would provide some shelter from the parking lot lights affecting the night sky if the lights cannot be turned off in the parking lot. There is a field for camping and plenty of space behind the building with the lake.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO CONTINUE CONVERSATIONS WITH BETH PIERCE AND KIM SAMPSON TO EXPLORE OFFERING AN EVENT AT LOON LAKE COMMUNITY CENTER THIS AUGUST 2023 WITH OVERNIGHT CAMPING FOR THE PUBLIC WHO PAY FOR AND ATTEND THE EVENT. MOTION CARRIED**

**6. REPORTS:**

Clerk’s Report

1.) Clark, Amanda, and I attended the LMCIT Safety Training last month held in Virginia and it was very beneficial. I would encourage Supervisors to attend as well in the future. We were all able to attend different sessions relating to HR, Public Works, Safety, and Administration.

2.) I continue to meet with the ERJPB Marketing Committee. We are developing a logo, shop local campaign, East Range website, and a Newcomer’s dinner is being held tonight in Biwabik.

3.) Tuesday Morning MAT Telephone Zoom Conferences are being held again the first and third Tuesday of each month at 10:00 am. These sessions are led by MAT Attorneys. I listened in on 4/18/23 and the powerpoint shared was on Culverts & Roads. The meeting recordings are all on the MAT website. District 10 Director Jim Fisher resigned effective March 31, 2023. The Annual Conference is in St. Cloud again this year December 7-9, 2023.

4.) The Annual ARPA funding usage report was submitted to the Department of Treasury by April 30, 2023.

5.) I have scheduled a meeting with Sharon Niemi, the new President of the Palo Markham School Group for Monday, May 8th at 9:00 a.m. The current agreement expires in March of 2024.

6.) Amanda and I will be attending the International Clerk’s Conference in Minneapolis May 14-17, 2023 so the deputies will be covering the office during that time.

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

Foreman Niemi – steaming culverts, road repairs and installation of culverts, sweeping. It has been a very busy time. The Pavilion will be opened this month. The ballfield is ready to go. Trees will be removed at the new water plant site with the City of Aurora crew. Preparation in the cemetery for Memorial Day.

Supervisors:

Anttila – wants Niemi to speak to the landowner on Stepetz Road; attended the SLCAT monthly meeting in Cotton; believes the Township should be buying cement culverts instead of the metal ones.

**IT WAS MOVED BY SKELTON, SUPPORTED BY ANTTILA DIRECTING NIEMI TO CONTACT THE LANDOWNER ON STEPETZ ROAD REGARDING A POTENTIAL PURCHASE OF PROPERTY. MOTION CARRIED**

Kippley – The spending needs to stop. Budget has been hit hard with increased costs and inflation. We need to look at things and reduce our spending in all areas.

Skelton – Agrees we need to tighten the spending and maintain budgets. Planning needs to be done.

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

**8. ANNOUNCEMENTS:** Next Regular Meeting: Thursday, June 1, 2023 5:00 P.M. @ City/Town Government Center; East Range Water Board Meeting: Wednesday, May 17, 2023 4:30 P.M. @ City/Town Government Center; ERJPB Meeting: Tuesday, May 23, 2023 9:00 AM @ City/Town Government Center; LBAE: Wednesday, May 10, 2023 1:00 P.M. @ City/Town Government Center

**9. ADJOURNMENT**

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO ADJOURN THE REGULAR MEETING AT 7:52 P.M. MOTION CARRIED**

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