REGULAR MEETING

**March 7, 2024**

**Aurora, Minnesota**

***The Regular Meeting of the Town of White was called to order by Chairman Skelton at 5:00 P.M., on Thursday, March 7, 2024, at the City/Town Government Center.***

**ROLL CALL:**

Present: Supervisors-Skelton, Kippley; Clerk-Knaus, Treasurer-Gross; Step-Up Foreman-Peterson; Attorney – Kearney

Absent: Supervisor Anttila

Also Present: Clark Niemi (Zoom), Curt Anttila, Brad Salo, Bryanna Salo, Mark Howard, Mike Skinner

**1. APPROVAL OF CONSENT AGENDA**

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO APPROVE THE CONSENT AGENDA WHICH INCLUDED TOWNSHIP BOARD MEETING MINUTES FROM FEBRUARY 8, 2024 AND BOARD OF AUDIT MINUTES FROM FEBRUARY 8, 2024; SPECIAL MEETING MINUTES FROM FEBRUARY 15, 2024; ALL BILLS AND PAYROLL AS PRESENTED BELOW, COMMITTEE MINUTES AND REPORTS, AND CORRESPONDENCE TO BE FILED FOR FEBRUARY 2024. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY ALLOWING ANYONE TO GO TO THE RAMS EMS ADVOCACY DAY ON MARCH 14, 2024. MOTION CARRIED**

|  |  |  |  |
| --- | --- | --- | --- |
| **Check#** | **Vendor** | **Description** | **Total** |
| CC02-02-24 | Cardmember Service | Training & Elections | $ 2,875.24 |
| D02-07-24 | Empower | Employee Deductions 02/07/24 | $ 350.00 |
| DD02072401 | Payroll Period Ending 02/03/2024 | Biweekly Payroll Ending 02/03/2024 | $ 1,508.00 |
| DD02072402 | Payroll Period Ending 02/03/2024 | Biweekly Payroll Ending 02/03/2024 | $ 1,367.83 |
| DD02072403 | Payroll Period Ending 02/03/2024 | Biweekly Payroll Ending 02/03/2024 | $ 2,690.62 |
| DD02072404 | Payroll Period Ending 02/03/2024 | Biweekly Payroll Ending 02/03/2024 | $ 1,846.72 |
| DD02072405 | Payroll Period Ending 02/03/2024 | Biweekly Payroll Ending 02/03/2024 | $ 1,746.56 |
| DD02072406 | Payroll Period Ending 02/03/2024 | Biweekly Payroll Ending 02/03/2024 | $ 2,450.70 |
| DD02072407 | Payroll Period Ending 02/03/2024 | Biweekly Payroll Ending 02/03/2024 | $ 2,323.98 |
| DD02072408 | Payroll Period Ending 02/03/2024 | Biweekly Payroll Ending 02/03/2024 | $ 1,390.83 |
| DD02072409 | Payroll Period Ending 02/03/2024 | Biweekly Payroll Ending 02/03/2024 | $ 2,036.29 |
| F02-07-24 | E.F.T.P.S. | Payroll Deductions PPE 2/03/24 | $ 6,175.20 |
| M02-07-24 | MN Department of Revenue | Employee Deductions | $ 1,238.33 |
| P02-07-24 | P.E.R.A. | Payroll Deductions PPE 2/3/24 | $ 3,321.54 |
| 35202 | East Mesabi Sanitation | Refuse Collection Jan 2024 | $ 12,094.70 |
| 35203 | CTC | Town Office Phone FEB 2024 | $ 225.40 |
| 35204 | Zito Media | Fire Hall & PW Telephone & Internet | $ 410.78 |
| 35205 | Northern Engine & Supply, Inc. | Pickup Parts | $ 435.50 |
| 35206 | Ultimate Safety Concepts Inc. | Gas Monitors (3) | $ 1,098.32 |
| 35207 | DSC Communications | 6 XTS Wind ported 3.5 mm | $ 474.50 |
| 35208 | Mesabi Tribune | Subscription | $ 165.20 |
| 35209 | A1 Services, Inc. | Pumping Holding Tank | $ 227.00 |
| 35210 | Como Oil & Propane | LPG-Transport LLCC | $ 1,639.52 |
| 35211 | Crysteel Truck Equipment | Truck #6 Motor, Hub, Spinner | $ 925.79 |
| ST02-15-24 | MN Dept of Revenue - Sales Tax | Sales Tax - Jan 2024 | $ 1,489.00 |
| DD02212401 | Payroll Period Ending 02/17/2024 | Regular Pay Period Ending 02/17/2024 | $ 1,459.53 |
| DD02212402 | Payroll Period Ending 02/17/2024 | Regular Pay Period Ending 02/17/2024 | $ 1,125.12 |
| DD02212403 | Payroll Period Ending 02/17/2024 | Regular Pay Period Ending 02/17/2024 | $ 2,758.78 |
| DD02212404 | Payroll Period Ending 02/17/2024 | Regular Pay Period Ending 02/17/2024 | $ 1,811.72 |
| DD02212405 | Payroll Period Ending 02/17/2024 | Regular Pay Period Ending 02/17/2024 | $ 1,711.56 |
| DD02212406 | Payroll Period Ending 02/17/2024 | Regular Pay Period Ending 02/17/2024 | $ 2,576.95 |
| DD02212407 | Payroll Period Ending 02/17/2024 | Regular Pay Period Ending 02/17/2024 | $ 2,010.61 |
| DD02212408 | Payroll Period Ending 02/17/2024 | Regular Pay Period Ending 02/17/2024 | $ 1,355.83 |
| DD02212409 | Payroll Period Ending 02/17/2024 | Regular Pay Period Ending 02/17/2024 | $ 1,941.23 |
| F02-21-24 | E.F.T.P.S. | Payroll Deductions PPE 2/17/24 | $ 5,841.22 |
| M02-21-24 | MN Department of Revenue | Employee Deductions | $ 1,148.07 |
| P02-21-24 | P.E.R.A. | Payroll Deductions PPE 2/17/24 | $ 3,245.06 |
| D02-21-24 | Empower | Employee Deductions 02/21/24 | $ 350.00 |
| J02-27-24 | MN Dept. of Employment & Econ Dev | Unemployment Compensation Due | $ 403.02 |
| 63324 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 73.84 |
| DD02282401 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 184.22 |
| DD02282402 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 18.65 |
| DD02282403 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 381.32 |
| DD02282404 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 294.59 |
| DD02282405 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 73.84 |
| DD02282406 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 93.55 |
| DD02282407 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 93.55 |
| DD02282408 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 192.10 |
| DD02282409 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 487.75 |
| DD02282410 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 123.11 |
| DD02282411 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 34.42 |
| DD02282412 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 54.13 |
| DD02282413 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 172.39 |
| DD02282414 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 176.33 |
| DD02282415 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 485.78 |
| DD02282416 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 113.26 |
| DD02282417 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 73.84 |
| DD02282418 | Payroll Period Ending 01/31/2024 | Fire Department January 2024 Payroll | $ 54.13 |
| FD02-28-24 | E.F.T.P.S. FD | FD JAN '24 Withholding Tax | $ 96.40 |
| 35213 | Aurora, City of | Spare Fob for Doors | $ 18.00 |
| 35214 | A1 Services, Inc. | Pumping Holding Tank | $ 227.80 |
| 35215 | Bradach Lumber | Key, Flange | $ 26.93 |
| 35216 | Custom Fire Apparatus | Truck parts | $ 683.86 |
| 35217 | Colosimo, Patchin, & Kearney, LTD | Monthly retainer March 2024 | $ 465.00 |
| 35218 | Como Oil & Propane | LPG-Transport LLCC | $ 1,493.50 |
| 35219 | Excel Business Systems | Copier Contract | $ 351.28 |
| 35220 | Edwards Oil | 40 Traffic Cones | $ 1,610.00 |
| 35221 | FSSolutions | DOT Testing, Annual Subscription | $ 561.16 |
| 35222 | Hoyt Lakes, City of | Ambulance Agreement | $ 1,000.00 |
| 35223 | Knaus, Jodi | Travel Expenses | $ 212.17 |
| 35224 | Knaus, Jodi | Clothing Allowance | $ 26.00 |
| 35225 | Lake Country Power | Feb Electric Service | $ 4,026.00 |
| 35226 | Lundgren Motors, Inc. | 2019 F350 | $ 50.41 |
| 35227 | Linde Gas & Equipment Inc. | Welding Supplies/Services | $ 258.32 |
| 35228 | Lokken, Tanner | Clothing Allowance | $ 400.00 |
| 35229 | Lawson Products | Wipes, washers, 18 cans of Aerosol Nut loosener | $ 863.73 |
| 35230 | L & M Fleet Supply, Inc. | Floor Scrapers | $ 153.38 |
| 35231 | Minnesota Association of Cemeteries | 2024 Annual Dues | $ 75.00 |
| 35232 | Minnesota Power | Electric - Lift Station | $ 39.71 |
| 35233 | Minnesota Power | Electric - Lift Station | $ 188.54 |
| 35234 | Minnesota Power | Street Lighting | $ 265.09 |
| 35235 | MN Public Safety Group LLC | BLS Certification (11) | $ 935.00 |
| 35236 | PeopleService Inc. | Mar 24 W/WW Professional Services | $ 365.00 |
| 35237 | Range Paper | Cleaning Supplies | $ 714.20 |
| 35238 | RMB Environmental Laboratories, Inc | Professional Services | $ 102.25 |
| 35239 | Radko Iron & Supply, Inc. | Lowboy Trailer | $ 350.60 |
| 35240 | Skinner, Michael | Fuel | $ 12.71 |
| 35241 | Taconite Tire | Tire Disposal | $ 843.20 |
| 35242 | Town of White Petty Cash Fund | Postage, Cleaning Supply | $ 123.17 |
| 35243 | Ultimate Safety Concepts Inc. | Boots, Name Patch Feldt | $ 571.13 |
| 35244 | Ultimate Safety Concepts Inc. | Face Pieces, Amplifiers, SCBA | $ 127,116.90 |
| 35245 | VC3 | Feb Service Contract | $ 125.50 |
| 35246 | UtilityLogic | Metal Detector Freight | $ 32.40 |
| 35247 | Wold Architects & Engineers | Facility Study Contract | $ 3,600.00 |
| 35248 | Acuity Specialty Products, Inc. | Supplies | $ 668.35 |
| 35249 | Menard's-Virginia | WiFi Extender, Supplies | $ 168.14 |
| 35250 | Aurora Auto Value | Propane, FD, Shop | $ 167.38 |
| 35251 | XZ6344990 | Health Care Savings | $ 91.05 |
| 35252 | XZ6272397 | HCSP Reimbursement | $ 400.00 |
| 35253 | St. Louis County Auditor-PW | Jan 2024 Fuel | $ 7,312.09 |
| 35254 | I.U.O.E. Local 49 Fringe Benefits | April 2024 Group Insurance | $ 13,275.00 |
| 35255 | Central Pension Fund | Retirement Contributions Feb 24 | $ 3,770.00 |
| 35256 | Madison National Life Ins Co, Inc | LTD/STD Mar 2024 | $ 287.86 |
| 63325 | Palo Volunteer Fire Department | Good Will Fund JAN 24 | $ 95.00 |
| 63326 | Colonial Life | Feb 24 Employee Deductions | $ 537.42 |
| 63327 | Minnesota Life Insurance Company | Employee/Employer Insurance | $ 156.30 |
| 63328 | MN NCPERS | Life Insurance Employee Paid | $ 32.00 |
| 63329 | I.U.O.E. Local 49 | Union Dues Feb 2024 | $ 245.00 |
| DD02292401 | Payroll Period Ending 02/29/2024 | February 2024 Monthly Payroll | $ 496.38 |
| DD02292402 | Payroll Period Ending 02/29/2024 | February 2024 Monthly Payroll | $ 236.08 |
| DD02292403 | Payroll Period Ending 02/29/2024 | February 2024 Monthly Payroll | $ 420.06 |
| DD02292404 | Payroll Period Ending 02/29/2024 | February 2024 Monthly Payroll | $ 364.86 |
| DD02292405 | Payroll Period Ending 02/29/2024 | February 2024 Monthly Payroll | $ 696.95 |
| F02-29-24 | E.F.T.P.S. Monthly | Employee Deductions | $ 226.35 |
| M02-29-24 | MN Department of Revenue Monthly | Employee Withholding | $ 56.51 |
| P02-29-24 | P.E.R.A. Monthly | Retirement Deductions | $ 283.52 |
|  |  | **TOTAL** | **$ 259,397.69** |

**2. THE TREASURER’S REPORT FOR THE MONTH OF FEBRUARY 2024, LISTED RECEIPTS IN THE AMOUNT OF $121,353.73:**

|  |  |
| --- | --- |
| 2023 Production Tax  2024 Town Road Aid  Essentia Health FD Donation  City of Aurora Election Reimbursement  Garbage Bag Revenue  Refuse Revenue  LLCC Rental Fees  Twin Lakes Rent | 71,227.00  36,391.99  2,100.00  2,769.67  4,040.00  3,368.80  1,330.00  100.00 |
| Interest Earned | 26.27 |
| **TOTAL** | **$121,353.73** |

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON TO ACCEPT THE TREASURER’S REPORT FOR THE MONTH OF FEBRUARY 2024 RECEIPTS AS READ. MOTION CARRIED**

**3. CITIZENS/GUESTS**:

* Amanda and Eric Nelson – No show.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY DIRECTING THE OFFICE TO SEND THE NELSON’S A FINAL LETTER IF THEY WISH TO PURSUE SELLING THE PROPERTY ON STEPETZ ROAD AS PREVIOUSLY VERBALLY AGREED TO CONTACT THE CLERK AND ASK TO BE ADDED TO THE AGENDA AT THAT TIME. MOTION CARRIED**

**4. UNFINISHED BUSINESS:**

4.1 Wold Facility Study Update – 90% Planning Invoice - $3,600.00 . A copy of the report was distrubuted to the Board along with the City of Aurora’s report which City/Town Hall was included was also distrubuted to the Board. Skelton directed the Clerk to set a meeting with City Administrator Lucas Heikkila to discuss Aurora’s report. Skelton would like the Township to consider hiring a lobbyist and pursue available funding for our facilities, planning, and to find out what is affordable for the Township in terms of loans for development.

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING THE INVOICE FOR PAYMENT IN THE AMOUNT OF $3,600.00 TO WOLD ARCHITECTS & ENGINEERS. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY DIRECTING CURT ANTTILA TO LOOK INTO AVAILABLE FUNDING FOR THE TOWNSHIP AND IF IT IS ADVANTAGEOUS TO HIRE A LOBBYIST TO SECURE FUNDING FOR ANY HOUSING DEVELOPMENT AND/OR OUR FACILITIES. MOTION CARRIED**

4.2 Twin Lakes Property Line – Kippley stated the property line is where it is and the Township stands by the prevous two surveys completed and are on file with St. Louis County. Kippley does not think the Township should give an easement or sell any property. The dock can stay where it is. Skelton agrees and this should come off the agenda.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY DIRECTING THE OFFICE TO SEND A LETTER TO THE STARKEN’S STATING THE DOCK CAN STAY WHERE IT IS CURRENTLY LOCATED AND IF THE STARKEN’S FEEL THEY NEED TO CROSS THE PROPERTY LINE FOR SEPTIC ISSUES OR WHATEVER REASON THEY NEED TO COMMUNICATE TO THE BOARD FOR PRIOR APPROVAL ON A CASE BY CASE BASIS. MOTION CARRIED**

4.3 Joint Water Project - Bolten & Menk awarded construction management phase of project. Construction contracts were signed. Hoyt Lakes is having a study done now and may join the Project in the future. Rates and administrative items need to be discussed and decided.

4.4 LLCC Deed/Legal update – No new updates from the attorney.

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

4.5 Election Cycle – No new updates. Couri will be sending a letter to the Board.

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

4.6 Equipment Operator Vacancy –Samuel Nelson started 2/26/2024

4.7 2023 Curve Realignments – No new updates.

4.8 Insurance Claim on Salt/Sand Dome Updates – Repairs will begin in the Spring. Estimates pending.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO TABLE AGENDA ITEMS SEVEN AND EIGHT TO NEXT MONTH. MOTION CARRIED**

4.9 FEMA 2023 Spring Road Damage Updates – Mitigation pending in the Spring; reimbursement of $109,256.37 was received;

4.10 Reschedule Strategic Planning Session originally scheduled for March 26, 2024

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO RESCHEDULE THE STRATEGIC PLANNING SESSION FOR APRIL 3, 2024 AT 1:00 P.M. AT THE CITY/TOWN GOVERNMENT CENTER WITH LUNCH TO BE SERVED. MOTION CARRIED**

**5. NEW BUSINESS:**

5.1 Jim Jones – will be on vacation April 5th to April 12th. Need back-up cleaner for LLCC while he is gone and someone to check on the building and set-up bouncy house for rentals.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO HAVE ROXANE POLANSKY CLEAN LOON LAKE COMMUNITY CENTER WHEN NEEDED DURING THE WEEK OF APRIL 5TH THROUGH APRIL 12TH. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY DIRECTING PUBLIC WORKS TO SET UP THE BOUNCY HOUSE ON FRIDAY, APRIL 11TH FOR THE RENTAL. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY APPROVING THE HIRING OF JIM JONES AS THE BACK-UP CLEANER FOR THE CITY/TOWN GOVERNMENT CENTER AND TOWN FACILITIES WITH THE HOURLY RATE TO BE NEGOTIATED BASED ON EXPEREINCE. MOTION CARRIED**

5.2 Gardendale Blight – Skelton brought up the amount of blight in Gardendale that needs to be cleaned up.

5.3 Public Works Garage Storage & Meeting with St. Louis County – Skelton will walk through the buildings to see what storage capacity is needed/wanted/gained now that the St. Louis County has vacated the premises.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO SCHEDULE A MEETING WITH REPRESENTATIVES OF ST. LOUIS COUNTY TO DISCUSS AND REVIEW THE ST. LOUIS COUNTY MAINTENANCE CONTRACT WITH SKELTON, KNAUS, AND NIEMI ON WEDNESDAY, APRIL 3, 2024 AT 4:00 P.M. AT THE CITY/TOWN GOVERNMENT CENTER. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY DIRECTING KNAUS TO NOTIFY ST. LOUIS COUNTY OF THE TOWNSHIP’S INTENT TO INCREASE THE MAINTENANCE CONTRACT AMOUNT FOR 2024-2025 AS PART OF NEGOTIATIONS. MOTION CARRIED**

5.4 Resolution 2024-010 Supporting Ambulance & EMS Services & LMCIT Bill Information – Knaus distributed information from the League of MN cities on a bill for EMS services which could help cities/towns in the future for costs of providing these services. The Town of Colvin shared the resolution and encourages all other Townships to pass it:

Whereas, ambulance and EMS services are necessary for the health and well being of citizens in our communities, and;

Whereas, local ambulance and EMS providers are experiencing serious financial shortfalls to maintain operations, and;

Whereas, some of these local ambulance and EMS providers have closed and others are on the verge of insolvency for lack of financial resources, and;

Whereas, Minnesota ambulance and EMS services are currently not even considered “Essential Services” and are classified under the Transportation Department, and;

Whereas, many programs and expenditures by the Minnesota Legislature are of questionable value, are of lower priority than ambulance and EMS services, or don’t even apply to our citizens;

THEREFORE, BE IT RESOLVED that the Town of Whie Board of Supervisors implores our Minnesota legislature to reclassify ambulance and EMS providers as “Essential Services”, which would allow them access to a larger pool of financial support, and;

BE IT FURTHER RESOLVED that the Town of White Board of Supervisors urges Minnesota Legislature to establish a sustainable financial support structure to enable our local ambulance and EMS providers to remain functional and viable. Upon vote taken the following voted:

For: Skelton, Kippley

Absent: Anttila

**Whereupon said Resolution No. 2024-010 was declared duly passed and adopted this 7th day of March 2024.**

5.5 Resolution 2024-011 Approving State of Minnesota Joint Powers Agreements with the Township of White on Behalf of Its Prosecuting Attorney

WHEREAS, the Township of White on behalf of its Prosecuting Attorney desires to enter into a Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State’s criminal justice data communications network for which the Township is eligible. The joint Powers Agreement further provides the Township with the ability to add, modify, and delete connectivity, systems and tools over the five-year life of the agreement.

Now, therefore, be it resolved by the Township Board of Supervisors, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreement by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the Township of White on behalf of its Prosecuting Attorney, are hereby approved. A copy of the Joint Powers Agreement is attached to this Resolution and made a part of it.
2. That County Attorney Kimberly J. Maki, or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the Township’s connection to the systems and tools offered by the State.
3. That Jon Skelton, the Board Chair for the Township of White, and Jodi Knaus, the Township Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements. FOR: Skelton, Kippley; ABSENT: Anttila

**Passed and adopted by the Board on this 7th day of March, 2024. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY AUTHORIZING THE RETIREMENT OF THE ORI NUMBER MN0694000 FOR THE FORMER WHITE TOWNSHIP POLICE DEPARTMENT. MOTION CARRIED**

5.6 Loon Lake Community Center as a Temporary Evacuation Point/Shelter – Requested from St. Louis County. Kippley would want to guarantee the building is secured in places such as the museum and offices and that used supplies and resources would be paid for by the County.

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON AUTHORIZING THE LOON LAKE COMMUNITY CENTER TO BE SET UP AS AN EMERGENCY EVACUATION POINT/SHELTER WITH JON SKELTON BEING THE DESIGNATED 24-HOUR CONTACT AS THE INCIDENT COMMANDER FOR THE TOWNSHIP. MOTION CARRIED**

5.7 ESST Policy & Update – The State is still making changes to the policy effective January 1, 2024 in this legislative session. The office is tracking all hours manually. Once all details are available from the State a formal policy will be adopted.

5.8 Estimates for Garage Lighting – Niemi forwarded estimates for lighting at the Public Works Facility by Aurora Electric. Skelton hesitated and thought at this cost it should wait until it is decided what we are doing with facilities as part of the planning process and maybe grant funding could be secured to help offset the costs. Kippley thought this was a safety issue and it should be done regardless. Estimates were: nine fixtures in old County Garage at a cost of $3,105.00; twenty fixtures in the grader bay at a cost of $6,900.00; and six fixtures in the wash bay at a cost of $2.070.00.

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING THE ESTIMATES PROVIDED BY AURORA ELECTRIC AT A TOTAL COST NOT TO EXCEED $12,075.00. MOTION CARRIED**

5.9 Columbarium Delivery is scheduled for delivery in April/May and site prep needs to be completed by Public Works

5.10 Classification of State-tax Forfeit Land Notice – Township can withhold properties and has six months to decide before they go back for sale to the public for purchase.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO WITHHOLD THE THREE PINEVILLE PROPERTIES AND NOTIFY ST. LOUIS COUNTY OF THE TOWNSHIP’S INTENT TO USE THESE PROPERTIES FOR HOUSING DEVELOPMENT OR A PUBLIC PURPOSE. MOTION CARRIED**

5.11 Annual Meeting Preparation – Skelton will be a few minutes late. The draft presentation was distributed to the Board for review and input.

5.12 PMSG Facility Use Agreement – expires in march.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY ALLOWING THE PALO MARKHAM SCHOOL GROUP TO CONTINUE TO OPERATE UNDER THE EXISTING CONTRACT WITH THE TOWN OF WHITE UNTIL THE NEW CONTRACT IS APPROVED BY THE BOARD. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY DIRECTING OFFICE STAFF KNAUS AND GROSS TO WORK WITH SHARON NIEMI AND THE PMSG REPRESENTATIVES TO REVIEW & FINALIZE ANOTHER FIVE-YEAR AGREEMENT AND BRING BACK TO THE BOARD FOR APPROVAL. MOTION CARRIED**

5.13 Summer laborers – In the past we have hired two laborers but in recent years current employees provided mowing services. This summer, Forsline will be working in the office more as Deputy Treasurer. Laborers usually work no more than 67 shifts and Knaus will find out what other entities are paying for hourly wage to be comparable.

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY TO ADVERTISE FOR SUMMBER LABORERS. MOTION CARRIED**

5.14 Fire Department Invoices

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY APPROVING THE PAYMENT OF INVOICE TO ULTIMATE SAFETY CONCEPTS IN THE AMOUNT OF $571.13. MOTION CARRIED**

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY APPROVING THE PAYMENT OF INVOICE TO ULTIMATE SAFETY CONCEPTS IN THE AMOUNT OF $127,116.90. MOTION CARRIED**

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON APPROVING THE PAYMENT OF INVOICE TO CUSTOM FIRE IN THE AMOUNT OF $683.86. MOTION CARRIED**

**6. REPORTS:**

Clerk’s Report

1.) Presidential Primary was March 5, 2024. Voter turnout was pretty good across all three precincts! Thanks to the Public Works crew for setting things up and hauling things back and forth. It saves us a lot of time.

2.) Annual Audit by Walker, Giroux, and Hahne is scheduled for the week of March 25th – 29th.

3.) OSHA 300 Log was posted as required and submitted online – zero incidents!

4.) PERA Annual Exclusion Report was submitted – this pertains to those employees who earn wages but do not qualify for public employer pension contributions through payroll deduction such as Election Judges and Fire Department members;

5.) I’m meeting with the City of Aurora Administrator monthly as the Water Project is moving quickly and there are other on-going things we need to discuss; these meetings have been very helpful and productive.

6.) The next East Range Marketing Committee meeting is scheduled for March 27th. I represent the Township and this group also includes representatives from Aurora, Hoyt Lakes, Biwabik, and Embarrass and was originally created as a subgroup of the ERJPB. We help create and promote East Range Wide events and created the Shop Local logo. In addition to event planning and promotion, the City/Town Administrators meet with Shawn/Northspan periodically and hope to create a region-wide common calendar and flowchart for members of the community to find information that may be helpful such as where to go for what. We are trying to have one event each month. February’s event was Laskiainen which was promoted by Northspan and the Iron Range Tourism Bureau in the press at no cost.

7.) The next St. Louis County Association of Township’s meeting is Wednesday, March 27th in Cotton at 6:30 p.m. if a Board member wants to attend.

8.) I will be attending the Annual MCFOA Conference March 19-22, 2024 so Amanda and Mary Ann will be covering the office.

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

* Franchise Fees for Power & Utilities (fiber)
* Road Vacation Filings for the Road Realignments in 2023

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

Foreman - roadside mowing; trees on Highway 100; DOT certifying equipment; Cut trees at Loon Lake Community Center; spot grading; propane tank preparation; Niemi will be getting salt dome estimates; hired two fantastic new employees for Public Works – we are very lucky to have these two respectable qualified employees;

Supervisors:

Skelton – appreciates everyone and the hard work completed for the Township!

Kippley – Roads look real nice and everything is going great.

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

* Knaus/Gross/Board – 2024 MAT Spring Short Course, Duluth, MN – April 5, 2024
* Knaus/Gross/Niemi/Board – 2024 Safety & Loss Control, Virginia, MN – April 10. 2024
* Nelson – MSHA Training – Hinckley, MN - March 26-28, 2024

**IT WAS MOVED BY SKELTON, SUPPORTED BY KIPPLEY APPROVING EMPLOYEES TO ATTEND THIS TRAINING WITH EXPENSES PAID. MOTION CARRIED**

**8. ANNOUNCEMENTS:** Next Regular Meeting: Thursday, April 4, 2024 5:00 P.M. @ City/Town Government Center; East Range Water Board Meeting: Wednesday, March 20, 2024 4:30 P.M. @ City/Town Government Center; ERJPB Meeting: Tuesday, March 26, 2024 9:00 AM @ City/Town Government Center; Special Meeting with Fire Department: Wednesday, May 8, 2024 5:00 P.M. @ City/Town Government Center; Annual Meeting: Tuesday, March 12, 2024 6:00 P.M. @ Loon Lake Community Center; LBAE: Wednesday, May 15, 2024 1:00 P.M @ City/Town Government Center; Special Strategic Planning Meeting: Wednesday, April 3, 2024 @ 1:00 P.M. City/Town Government Center; CAP Meeting: Thursday, April 4, 2024 11:15 A.M. Wacoutah Grille;

**9. ADJOURNMENT**

**IT WAS MOVED BY KIPPLEY, SUPPORTED BY SKELTON TO ADJOURN THE REGULAR MEETING AT 7:02 P.M. MOTION CARRIED**

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