

**Biwabik Township Monthly Board Meeting Minutes**  
**Township Hall - 6555 Oak Drive, Gilbert, MN**  
**Monday, March 9, 2020**

**Call to Order:** 5:30 PM by Chairman Soderling

Present: Supervisors Hautala, Paris, and Soderling, Clerk Highland, Treasurer Hines  
Four guests: Nita Larson, Tony Nygaard, Gordon Imberg, and Todd Hall

**Pledge of Allegiance:** Recited

**Special Agenda Requests:** None

**Minutes: Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve the February 10, 2020 Monthly Board Meeting minutes. Motion carried unanimously.

**Financial Report:** Treasurer Hines went over the February Financial Report with the Board.

Opening Balance 02/01/2020	\$ 556,911.14
Receipts	\$ 64,119.99
Disbursements	\$ 37,101.58
Ending Balance 02/29/2020	\$ 583,929.55
Deposits in Transit	\$ 500.00
Outstanding Checks	\$ 7,635.50
Petty Cash	\$ - 100.00
<b>Total Checking Acct.</b>	<b>\$ 590,965.05</b>
<b>Total Investments</b>	<b>\$ 98,253.92</b>

The Clerk and Treasurer are in balance with the bank.

**Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve the financial report for February 2020 and file it for audit. Motion carried unanimously.

**Claims:** Clerk Highland reviewed the claims with the board. **Motion** by Chairman Soderling, seconded by Supervisor Paris to pay claims as presented for \$19,390.74. Motion carried unanimously.

**Reports:**

**Road & Equipment-** A written maintenance report for the roads was submitted. No needs at this time.

**Fire-** A written report was submitted. One call for February. Chief Nygaard requested to purchase three sets of attire for the three new members. **Motion** by Chairman Soderling, seconded by Supervisor Paris to purchase three sets (2 hats, shirt, jacket) for the new members. Motion carried unanimously. Soderling asked Nygaard about turnout gear. Nygaard requested to discuss that during the engine payback. We haven't gotten an invoice from Ink'd Graphics yet, but it might be increased by \$175.00 for some re-sizing orders.

**First Responders-** Three calls for February. I am Responding has been renewed. There was some discussion as to how to add the firefighters to the app. The call tone for the fire department is still separate from the first responders. Chairman Soderling suggested getting a separate I am Responding account for the fire department. Larson would like to work with the county on tones first. The town

hall's AED is up to date. Batteries for other AEDs will be ordered. They have about a four year expiration date, unless the unit is used. **Motion** by Chairman Soderling, seconded by Supervisor Paris to approve three AED batteries. Motion carried unanimously.

**Recreation-** Supervisor Hautala has been working on getting a mat for the ice rink. He has contacted Blue Lake Plastics. A white 60x110 6 ml removable mat is \$594.00. It would take about three days for delivery, unknown on a price. There was discussion about when the product should be ordered. The consensus was to purchase is now and find permanent summer storage for it. **Motion** by Supervisor Hautala, seconded by Supervisor Paris to spend approximately \$600.00 on an ice rink mat from Blue Lake Plastics. Motion carried unanimously. Nygaard also reminded the Board to level the rink. Part time employee Imberg suggested to keep up on touch up paint with the rink versus doing a complete overhaul ever few years. He also brought up the issue of weeds in the playground area. That will be addressed this summer, maybe with black garden fabric. The volley ball net will be placed in the rink this summer. If there is good use of it, it will continue to be placed each summer.

**Cemetery-** Supervisor Hautala reported on the nature trail that would connect the town hall with the cemetery. The dead line for grant applications in 2020 is March 20. He would like to come up with a plan this year and go after funding next year.

**Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve the reports as presented. Motion carried unanimously.

#### **Old Business:**

New Town Hall Building – JK Mechanical sent back the bill and payment of \$306.00 for labor. Couri & Ruppe says we are covered under the prompt payment act if JK were to try to come after us for full payment. The check will be voided and kept on file proving we attempted payment if they try to sue us. Chairman Soderling reported our boiler system lost pressure and was a zero. He feels JK will not believe us if we tell them the system failed again. There has to be a leak somewhere in the system. Soderling did refill the system this time and doesn't know how to approach this issue. There was discussion about going after their bond and or counter suing with pressure issue.

Sign Retro Reflectivity – No update.

Breakaway Posts – No update.

Culvert Policy review/edit – No update.

Supervisor Pay - No update. Chairman Soderling is still hoping for a committee.

Broadband – Two consultants have been picked to work on the project. This was made possible by all the pledges that came in from municipalities supporting this study. Soderling touched a little on RAMS (Range Area Municipalities and Schools), a program that helps with lobbying efforts for this area. He suggested the township may want to become a member.

ATV trail – No Update.

Fire Engine Pay Back – Chairman Soderling reviewed past minutes and could not find a reference for what the money was promised to once it was fully paid back. There is no real good tracking for the

original payback method. Supervisor Hautala explained there was no real issue with the Fire Department using money from the General Fund, just that the department needed to pay for their own truck. Soderling would like to propose eliminating the \$6,000.00/year payment and remaining interfund re-payment amount, from the Fire Department to the Fire Engine Fund. He feels that money should be going towards current department needs (turnout gear and building addition). In turn he would like to see the current amount of \$111,996.10 in the Fire Engine Fund turn into a Capital Investment Fund for future equipment needs for the township. He feels the township as a whole should be purchasing equipment and not each department. Clerk Highland cautioned the Board about naming funds. Certain names and fund numbers may be restricted by the State Auditor and using restricted funds gets tricky. Supervisor Paris added a reminder that there needs to be at least one year's worth of operating monies on hand. Which at times could be up to \$500,000.00. In regards to the numbers from the interfund debt sheet (in the annual meeting packets) and the total on the Cash Control Statement (12/31/2019) he is concerned about a discrepancy. Treasurer Hines tried to explain that it is \$6,000.00 off because a transfer in 2016 was made in error to the wrong fund (paid to General Fund not Fire Engine Fund). The payment was logged on the InterFund Debt sheet, but was never actually placed in the Fire Engine Fund. She found this error after balancing the 2019 books. The error was corrected after the February Board Meeting. The amount (\$111,996.10) that shows on the Cash Control Statement 2/29/2020 is the correct amount that the Fire Department has paid into the Fire Engine Fund. Bringing the conversation back to what to do with the amount on hand, Clerk Highland suggested splitting the amount into thirds (Fire Department, General Fund, Reserve Fund) if the Board does not want to see the Fire Department receive the whole amount. She does not feel Road and Bridge deserves money that has come from the Fire Department as a payback. Supervisor Hautala mentioned that when the Road and Bridge department borrowed money from the General Fund for a loader, they paid back their full amount. **Motion** by Chairman Soderling, seconded by Supervisor Hautala to cancel payment process set in 2015 and forgive the Fire Department of the \$58,122.50 remaining from the original \$170,118.60 owed. *Discussion*- Supervisor Paris would like to talk further on where to place the \$111,996.10. Motion carried unanimously.

**Tabled** - Transferring of \$111,996.10.

Chairman Soderling requested Chief Nygaard to keep in the back of his mind what he would like to see for an addition to the Fire Hall.

Chief Nygaard submitted a quote for two turnout gear sets for \$4,999.70. **Motion** by Chairman Soderling, seconded by Supervisor Paris to use the \$6,000.00 in the 2020 Fire Engine budget to purchase two sets of turn out gear for \$4,999.70. Motion carried unanimously.

#### **New Business:**

*Cemetery Memorial Bench (New Donation)*- Supervisor Hautala reported Darlene Yurczyk would like to donate a metal bench in memory of Joe Yurczyk. He asked who should install it. Chairman Soderling would like to see her contact a contractor that can place the bench in a cement slab. After further discussion he thought maybe the township can supply the slab. She would like it to be as closed to his grave site as possible, however resident Imberg reminded the Board that there are to be no memorials in the burial area. The next option is the Bertha Hill Memorial Garden. **Tabled**

*Local Board of Appeal and Equalization* – April 9<sup>th</sup> at 11:00. Clerk Highland will post/publish accordingly.

*Diesel/Propane Bid Request*- Clerk Highland received a request asking if the Board would ask for bids of Propane and Diesel. Chairman Soderling likes the simplicity of what has been working. Paris added we like the quality of our current diesel company. Clerk Highland added the last time we changed propane companies the town hall building ran out of propane over a holiday weekend. No change.

Old Trophy/picture request- Clerk Highland received a request from family members asking for the old volley ball pictures from the old hall. Chairman Soderling suggested to display pictures and trophies at the annual meeting. Any remaining items will be given to the Iron Range Historical Society.

LED Lights in the Garage – Supervisor Paris reported he is waiting on an estimate from Black Hawk to switch over to LED lights in the garage.

MAT Short Course – **Motion** by Chairman Soderling, seconded by Supervisor Paris to allow officials to attend the MAT Short Course in April. Motion carried unanimously.

Other Concerns – Supervisor Hautala would like to see an Open House for the new building in June. Clerk Highland questioned about finishing the family bathroom. Some discussion ensued about fixtures and who should finish it. **Tabled**

**Correspondence:** Clerk Highland reviewed correspondence with the Board.

- United States Census – Boundary Survey
- ISD 2154 – Special Election May 12, 2020 using the town hall as a precinct.
- St. Louis County (email) – Public Health Emergency Communications

**Hall Rentals:** Al Sarri– Saturday, April 4, 2020

Darlene Yurczyk – Saturday, April 18, 2020

Mark Kwiatkowski – Sunday, May 17, 2020

Joe Leoni – Friday and Saturday, May 29-30, 2020

Becca Levander – Sunday, May 31, 2020

Neighborhood Potluck first Wednesday of every month at Noon

EMR training second Wednesday of every month

Fire Department Training third Wednesday and fourth Monday of every month

**Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve the hall rentals. Motion carried unanimously.

**Comments from the Audience:** None

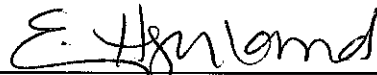
**Adjourn:** Chairman Soderling adjourned the meeting at 7:23 P.M.



Chairperson:

4-15-20

Date:



Attest by Clerk: