

**Biwabik Township Monthly Board Meeting Minutes**

**Teleconference**

**Monday, June 8, 2020**

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

Present by roll call: Supervisors Hautala, Paris, and Soderling, Clerk Highland and Treasurer Hines, and 2 Guests; Kevin Merritt and Gordy Imberg

**Pledge of Allegiance:** Recited

**Special Agenda Request:** None

**Minutes: Motion** by Supervisor Paris, seconded by Chairman Soderling to approve the May 11, 2020 Monthly Board Meeting minutes. Motion carried upon the following vote:

Supervisor Hautala	Abstain (did not read minutes before meeting)
Supervisor Paris	Aye
Chairman Soderling	Aye

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

Opening Balance 05/01/2020	\$ 509,372.12
Receipts	\$ 212.01
Disbursements	\$ 105,778.42
Ending Balance 05/31/2020	\$ 403,805.71
Deposits in Transit	\$ 500.00
Outstanding Checks	\$ 1,687.38
Petty Cash	\$ - 100.00
<b>Total Checking Acct.</b>	<b>\$ 404,893.09</b>
<b>Total Investments</b>	<b>\$ 98,453.73</b>

The Clerk and Treasurer are in balance with the bank.

Clerk Highland noted disbursements are high because the final truck payment was made.

**Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve the financial report for May 2020 and file it for audit. Motion carried upon the following vote:

Supervisor Hautala	Aye
Supervisor Paris	Aye
Chairman Soderling	Aye

**Claims:** Clerk Highland reviewed the claims with the board. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to pay claims as presented for \$21,282.38.

**Motion** carried upon the following vote:

Supervisor Hautala	Aye
Supervisor Paris	Aye
Chairman Soderling	Aye

**Reports:**

**Road & Equipment-**

Salt Bids – The township was denied their original request of 10 tons of salt. Clerk Highland learned it is because they will not deliver less than 25 tons. We can still get salt, but will have to solicit bids on our own. Foreman Merritt is ok with getting 25 tons in order to have the salt delivered. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to solicit bids for 25 tons of road salt via end dump delivery. Motion carried upon the following vote:

Supervisor Hautala	Aye
Supervisor Paris	Aye
Chairman Soderling	Aye

Supervisor Hautala reported Jacobsen has not started making Class 5 yet. He feels that even if Mesabi Bituminous isn't the lowest price it might be a better option for the township if he has Class 5 readily available in the Hwy 97 pit. **Motion** by Supervisor Hautala, seconded by Chairman Soderling to purchase the budget amount for Class 5 from Mesabi Bituminous if Jacobsen doesn't have any available in two weeks. Motion carried upon the following vote:

Supervisor Hautala	Aye
Supervisor Paris	Aye
Chairman Soderling	Aye

Foreman Merritt and Supervisor Paris discussed getting rid of the other '98 dump truck and purchasing a newer plow truck from Paris for \$25,000.00. MidState Trucking would give us \$10,000.00 on trade, but Merritt feels we could get \$15,000.00 if sold outright. Supervisor Hautala would like to see the township's truck sell for \$18,000.00 - \$20,000.00 with accessories (front plow and box sander). Chairman Soderling agreed selling it would be the best option. Clerk Highland asked if it is supposed to be bid out. Paris suggested MinnBid because it will reach a greater audience. Merritt would like to see the starting bid at \$15,000.00. Soderling suggested upping the bid to \$16,500.00 to help cover any auction fees. Hautala agreed. Paris will look into the MinnBid process. **Motion** by Chairman Soderling, seconded by Supervisor Hautala to list the '98 Dump Truck on MinnBid with Paris' determination of reasonable fees, starting at \$16,500.00. Motion carried upon the following vote:

Supervisor Hautala	Aye
Supervisor Paris	Aye
Chairman Soderling	Aye

Foreman Merritt is working on grading. Employee Bernard will get training from the 49ers on the grader soon.

**Fire-** Four calls for May. Nygaard requested to start doing outdoor trainings if the Board agrees. The Board is in agreement that outdoor trainings are safe in regards to Covid – 19.

**First Responders-** Three calls for May. No needs at this time.

Clerk Highland requested approval for the Public Safety bi-annual payroll. **Motion** by Chairman Soderling, seconded by Supervisor Hautala to approve the Public Safety payroll. Motion carried upon the following vote:

Supervisor Hautala	Aye
Supervisor Paris	Aye
Chairman Soderling	Aye

### **Recreation-**

Walking Trail – We are still waiting on a report from the engineer. It is unclear if he has seen the area or not.

Fourth of July – Supervisors Paris and Hautala are in agreement that the Fourth of July should still be canceled. Paris suggested donating funds to Aurora and Gilbert for their fireworks display in lieu of having a party. Soderling still doesn't want to see the event get canceled. Paris feels the township will get inundated with people from outside the area if we are the only ones doing an event. Soderling suggested a community parade down the country roads. Hautala explained we all feel bad there is no fourth event this year, but organizing a car parade would be tough. Clerk Highland suggested seeing if the fire department would be willing to park their trucks in the hall's parking lot so vehicles can drive through and see them. Treasurer Hines volunteered to make up goodie bags for the children that come. **Motion** by Chairman Soderling, seconded by Supervisor Hautala to contact Chief Nygaard to set up a drive by Fourth of July event, hand out goodie bags, and advertise in the East Range Shopper. An allotment of \$1,000.00 will be granted. Motion carried upon the following vote:

Supervisor Hautala	Aye
Supervisor Paris	Aye
Chairman Soderling	Aye

Soderling thanked the Board for still allowing an event of sorts.

### Open House – Tabled

Hockey Rink, Playground, Tennis Courts – Part-time employee Imberg reported he needs a list of projects and priorities. Hautala will coordinate with Imberg. He would like to see a tiller rented and the playground worked on before the Fourth of July. Hautala explained the tennis courts are getting used, but he still needs to contact Audrey Licari and/or Paul McDonald about crack sealing.

**Cemetery-**

Bench Donation Update - Supervisor Hautala reported the donated bench is in good condition. He is going to contact Integrity Builders to pour a slab. The full and part-time employees do not want the responsibility of creating the slab. Paris and Soderling still feel the slab can be done by us. It only needs to be a 3'x5' slab. Hautala also explained there is no water issue this summer. The only time there might be standing water in the cemetery is when the ground is still froze. The culvert by the avenue of flags will need to be lowered. Water is currently flowing underneath it.

Resolution 2020-05 – Clerk Highland read Resolution 2020-05 Accepting Cemetery Beautification Donations from Philip Haenke for \$200.00 and the bench from Darlene Yurczyk. Resolution adopted by the following vote:

Supervisor Hautala	Aye
Supervisor Paris	Aye
Chairman Soderling	Aye

**Motion** by Supervisor Hautala, seconded by Supervisor Paris to approve the reports as presented. Motion carried upon the following vote:

Supervisor Hautala	Aye
Supervisor Paris	Aye
Chairman Soderling	Aye

**Old Business:**

New Town Hall Building – Supervisor Hautala would like the family bathroom finished. He feels employee Imberg can work on it when the office is closed. In order for the bathroom to be finished contractors will need access to the building for measuring and ordering a stool and vanity. **Motion** by Chairman Soderling, seconded by Supervisor Hautala to open the hall to individuals by appointment only. i.e. construction workers. Motion carried upon the following vote:

Supervisor Hautala	Aye
Supervisor Paris	Aye
Chairman Soderling	Aye

Sign Retro-reflectivity – No update

Culvert Policy – No update

Supervisor Pay – **Tabled** for re-org meeting.

Broadband Info – Chairman Soderling explained there is a survey out now about what you expect with internet (use, price, speed, ect.). It has been emailed to area Boards for their residents to take. He has also been in contact with the Governor about the need for high speed internet in the rural areas of Minnesota.

ATV trail (letter of concern) – No update. Supervisor Paris is worried to bring it up. He feels it isn't the township's problem the snowmobile trail goes through wet lands.

Fire Engine Fund Use – Supervisor Paris submitted and interfund breakdown of where the original monies came from. He would like to discuss how to redistribute the current fund. Soderling and Hautala would like to discuss this at an in person meeting. **Tabled**.

Landlocked Access – Attorney Ruppe has taken care of this issue by contacting the land owner and sending a letter explaining the process to create a cartway.

Covid – 19 – With more things in the state gradually opening up, Clerk Highland feels it is safe to open the vestibule office window to the public while she is in the office. This is also ok according the News Detail on the MAT website regarding opening township facilities. Hand sanitizer will be available on both sides of the window and the vestibule sanitized as necessary. The Clerk and Treasurer are still working opposite shifts. **Motion** by Chairman Soderling, seconded by Supervisor Hautala to open the office window in the hall vestibule for the public when the Clerk is in the office. Motion carried upon the following vote:

Supervisor Hautala Aye  
Supervisor Paris Aye  
Chairman Soderling Aye

Chairman Soderling is in favor of holding meetings in person now. It would have to be open to the public because of the open meeting law. He would feel comfortable opening to 10 people max because it is an indoor function. Supervisor Paris explained that the MAT News Detail says the building can be opened up to 25% capacity for Board Meetings. There was discussion about the use of PPE (personal protective equipment) for meetings held in person. **Motion** by Chairman Soderling, seconded by Supervisor Paris to hold the July 13<sup>th</sup> re-organization meeting in person at the town hall, open to the public with limited seating due to social distancing guidelines and PPE will be required. Motion carried upon the

following vote: Supervisor Hautala Aye  
Supervisor Paris Aye  
Chairman Soderling Aye

In regards to the emergency status, Soderling would like to down grade to a caution or yellow status. Hautala likes the idea of down grading. Paris was hesitant in case of a second wave. He would like to see the emergency status stay as is until the state is fully opened as interpreting the Governor's orders applying them to the township as needed. **Motion** by Chairman Soderling, seconded by Supervisor Hautala to open the Town Hall facilities tied to the most current guidelines given by DEED or Governor's executive order. Motion carried upon the following vote:

Supervisor Hautala Aye  
Supervisor Paris Aye  
Chairman Soderling Aye

**New Business:**

Elections- Clerk Highland will be conducting election training in July and will follow 10 persons guidelines. The State never received the township's grant application for new election equipment. The township needs a new voting machine as the current one quit working properly during the Special School Election. We will be receiving reimbursement funds for the Presidential Nomination Primary that can help pay for the new equipment. **Motion** by Chairman Soderling, seconded by Supervisor Hautala to purchase the DS200 out right. Motion carried upon the following vote:

Supervisor Hautala Aye  
Supervisor Paris Aye  
Chairman Soderling Aye

Other Concerns – Electric estimates for switching to LED lights in the fire hall and Road and Bridge garage will be reviewed at the next meeting.

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

- Couri & Ruppe – Cartway Reply
- MAT – Membership Cards
- St. Louis County
  - Dust Control Bid
  - Tipping Fee

**Hall Rentals:** No new rentals. Clerk Highland will be in contact with the current rentals on hold.

**Comments from the Audience:** None

**Set May Monthly Board Meeting:** Set earlier in meeting.

**Adjourn:** Chairman Soderling adjourned the meeting at 7:28 P.M.

Chairperson:

Date:

7-13-20

Attest by Clerk:

