

Biwabik Township Monthly Board Meeting Minutes
Biwabik Township Hall - 6555 Oak Drive, Gilbert, MN
Monday, January 11, 2021

Call to Order: 5:30 PM by Chairman Soderling

Present: Supervisors Hautala, Paris, and Soderling, Clerk Highland, Treasurer Hines and 3 Guests; Jonathan Bernard and Via Zoom: Gordon Imberg and Todd Hall

Pledge of Allegiance: Recited

Special Agenda Request: None

Minutes: Motion by Supervisor Paris, seconded by Supervisor Hautala to approve the December 14, 2020 Monthly Board Meeting minutes. Motion carried unanimously.

Financial Report: Treasurer Hines went over the September Financial Report with the Board.

Opening Balance 12/01/2020	\$ 393,146.33
Receipts	\$ 111,287.41
Disbursements	\$ 42,524.54
Ending Balance 12/31/2020	\$ 461,909.20
Deposits in Transit	\$ - 96.21
Outstanding Checks	\$ 4,529.67
Petty Cash	<u>\$ - 100.00</u>
Total Checking Acct.	\$ 466,242.66
Total Investments	\$ 210,768.61

The Clerk and Treasurer are in balance with the bank.

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

Claims: Clerk Highland reviewed the claims with the board. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to pay claims as presented for \$6,807.10. Motion carried unanimously.

Reports:

Road & Equipment- The road report was submitted. Supervisor Paris reported the loader plow is getting repaired. The push arm has arrived.

Fire- A written report was submitted. Chairman Soderling explained there is an issue with fire hydrants along the new water line into McKinley. Logically there should be a hydrant on the north side of 135, especially near the church. Soderling is talking with McKinley Mayor Nygaard about potentially splitting the cost.

First Responders- No report.

Recreation- Supervisor Hautala reported the high spot in the rink has been found and will be fixed over the summer. Some boards are rotting and will need replacement. John Kuitunen has been working hard volunteering to keeping the rink flooded. The safety netting has gotten loose, a puck came through a window on the hall. The road and bridge crew have worked on supporting the net better.

Cemetery- No report

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

Old Business:

Sign Retro-Reflectivity – No update.

Culvert Policy review/edit – No update.

Broadband Info – Chairman Soderling reported the coalition is working on a report to give to providers. Century Link is going to turn on broadband to about 450 homes in the township. It is unknown what their timeline actually will be.

Gazebo/Shade Area – This topic will be discussed at the Annual Meeting. Chairman Soderling would like ideas to be able to submit them at the meeting. Supervisor Hautala plans to take pictures of the new gazebo in Vermilion Township.

Office Computers – Chairman Soderling reviewed three quotes.

Roger's Online Corporation: \$6,760.00, this price includes a maintenance contract for \$1,920.00 that must be purchased. Mark Wilcox: \$4,519, includes Microsoft 2019.

Northern MN Consulting & Tech. Services: \$1,819.88, there is an optional maintenance plan of \$300.00 per month or \$60.00 - \$85.00 per hour for service needs. Software to be purchased directly from Microsoft by the Township. Soderling feels Northern MN Consulting is best for the township needs and price. Clerk Highland is worried with how cheap the price is that they will be throw away computers and does not want to do this every three years. Hautala suggested the township can always try this route and if it doesn't work out well, try one of the other options. **Motion** by Chairman Soderling, seconded by Supervisor Pairs to purchase new computers from Steve Peterson of Northern MN Consulting and Tech. Services for \$1,820.00 knowing there may be extra charges for software and virus protection. Motion carried unanimously.

Gutters for Hall – Soderling has not received a call back from ABC. He figures they won't put up anything until Spring. If a temporary fix is needed for the March Election, Foreman Merritt will create something accordingly.

Norlander Electric Project – Supervisor Paris explained the late start date was due to waiting for the rental of a lift. Norlander is requesting 50% down for the project. **Motion** by Chairman Soderling, seconded by Supervisor Paris to approve a half down payment to Norlander Electric for \$6,297.84. Motion carried unanimously.

New Business:

Resolution 2021-01 – Chairman Soderling read Resolution 2021-01 appointing Kathleen Wagner, Jean Korpi, Kirstie Hall and Emily Highland as the Absentee Ballot Board for the March 2021 Township election. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to adopt Resolution 2021-01. Motion carried unanimously.

Set Up Board of Audit – Clerk Highland mentioned it is easiest on book keeping if the Board of Audit is held before the next board meeting. Chairman Soderling will be out of town through the rest of January. A full Board is not needed to hold the Board of Audit. He has gone through other Board of Audits and believes the other two Supervisors will be able to audit the Clerk and Treasurer's books. The Board of Audit will be Thursday, January 28, 2021 at 9:00 AM. Clerk Highland will post the meeting accordingly.

2020 HCSP Payment – Clerk Highland reported that a total of \$315.66 needs to be paid to MSRS for the Road and Bridge vacation/sick leave yearly payout. **Motion** by Chairman Soderling, seconded by Supervisor Paris to pay \$315.66 to MSRS. Motion carried unanimously.

Other Concerns –

Supervisor Paris brought up the issue that a pull behind packer may cause more harm than good. It will take two employees for grading, turning around will be difficult, and it may over work our equipment. Supervisor Hautala agreed it would be better to have one person grading and the other hauling gravel. Chairman Soderling feels if getting a packer is really the route the township wants to go, maybe getting the attachment on the grader is the best option. Hautala would really like to look at Town of White's equipment beforehand, but would also like to purchase a packer before Spring. **Motion** by Supervisor Hautala (no second) to purchase Walk & Roll grader attachment from Titan.

Discussion- Chairman Soderling was wondering where the money would come from. Paris can work with Hines to see where money should come from. **Tabled.**

Correspondence: Clerk Highland reviewed correspondence with the Board.

- St. Louis County
 - Public Health Emergency Communications (weekly email to clerk)
 - St. Louis County Fair donation request – if interested, must be done at Annual Meeting.
 - Dump closures due to Covid-19
 - Proposed Sale of State Tax Forfeited Land
- RAMS – Grant opportunities
- MPCA – Public hearing on February 4, 2021 for proposed amendments to rules governing water quality standards.
- Central Pension Fund
 - Summary Plan Information
 - Audit Information Request

Clerk Highland had just received a letter from the County asking for support from the township to resurface Hwy 20 in 2023. The road will be repaved whether or not the township supports the project. Supervisor Paris will send a letter for the township supporting the project.

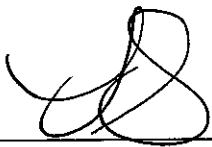
RAMS is offering grants for environmental trails. Supervisor Hautala would still like to see the parking lot extended. The need for a trail and or shade area will be brought up at the Annual Meeting.

Hall Rentals: Hall closed to public rentals through next meeting per Covid-19.

Comments from the Audience: None

The next Board meeting will be held in the same format, officials present and public via Zoom.

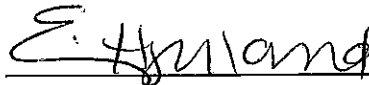
Adjourn: Chairman Soderling adjourned the meeting at 7:18 P.M.



Chairperson:

2/19/21

Date:



Attest by Clerk:



