

**Biwabik Township Monthly Board Meeting Minutes**  
**Biwabik Township Hall - 6555 Oak Drive, Gilbert, MN**  
**Monday, February 14, 2022**

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

Present: Supervisors Hall, Hautala and Paris, Clerk Highland and Treasurer Bluhm

3 Guests: Kirstie Hall, Gordy Imberg, and Tom Carlson

**Pledge of Allegiance:** Recited

**Special Agenda Request:** Tom Carlson – Has noticed the rink doesn't always get cleared off after big snow events. He was wondering if by chance he could have access to the snowblower to clear the rink if he comes with a group of people and it hasn't been done yet. There was discussion about offering him a grounds keeper position if he was interested. At this time he would just like to volunteer his time. Clerk Highland presented the Board with a volunteer statement to have Carlson sign. This statement covers the township in regards to liability insurance. **Motion** by Supervisor Hall, seconded by Supervisor Paris to acknowledge Tom Carlson as a rink attendant volunteer. Motion carried unanimously.

**Minutes:** **Motion** by Supervisor Paris, seconded by Supervisor Hall to approve the January 10, 2022 Monthly Board Meeting minutes and the January 24, 2022 Board of Audit Minutes. Motion carried unanimously.

**Financial Report:** Treasurer Bluhm went over the January Financial Report with the Board.

Opening Balance 01/01/2022	\$ 430,879.06
Receipts	\$ 17,752.37
Disbursements	\$ 31,667.39
Ending Balance 01/31/2022	\$ 416,964.04
Deposits in Transit	\$ - 0.00
Outstanding Checks	\$ 1,366.69
Petty Cash	\$ - 100.00
<b>Total Checking Acct.</b>	<b>\$ 418,230.73</b>
<b>Total Investments</b>	<b>\$ 211,292.67</b>

The Clerk and Treasurer are in balance with the bank.

Supervisor Paris noted the Gilbert Bank is paying 9x higher interest on our CDs than Park State Bank is paying on our savings accounts. He was wondering if we have to have a separate reserve fund that is more fluid than having all reserve fund money in a CD. Clerk Highland suggested if the Board wanted to get more interest they should add to the CD at renewal time. The township has chosen to re-new CDs yearly so they do not come due right after elections. Paris would like to make sure to discuss this again in September. In the meantime Treasurer Bluhm will contact Gilbert about interest rates.

**Motion** by Supervisor Paris, seconded by Supervisor Hall to approve the financial report for January 2022 and file it for audit. Motion carried unanimously.

**Claims:** Clerk Highland reviewed the claims with the Board. **Motion** by Supervisor Paris, seconded by Supervisor Hall to approve claims as presented for \$13,215.28. Motion carried unanimously.

**Reports:**

**Road & Equipment-** Road report was submitted. Liaison Paris reported snowfalls are happening at odd times. The crew is flexing their start and end times to accommodate the snow events. Supervisor Hall has received complaints that the fire hall is not getting cleared in a timely manner. Paris has addressed this with Foreman Merritt and it should be taken care of from here on out. Someone has plowed out the cemetery. In the past the crew would only plow out the cemetery if there was a burial in an effort to reduce vandalism.

**Fire-** Three calls for January.

**First Responders-** Six calls for January. Director Larson is working on recruiting an EMT that lives on Judd Road. No needs at this time.

**Recreation-** Rink needs discussed earlier. Chairman Hautala is working on getting a quote on resurfacing the tennis courts. He was concerned about how to pay for it because there isn't enough money budgeted in recreation for it. Clerk Highland worked on updating the 2022 budget to increase monies in this area. She suggested moving money that was budgeted for parties in General Fund (these monies should not be budgeted for, the celebration fund is increased by a gift from the General Fund during the Annual Meeting) to the Tennis budget. Now that the building is built, there is no need to keep the Town Hall Building Fund (410). That money can be moved to the Tennis budget and the fund closed out. There is a budget of \$10,000.00 in the General Fund to keep up on building needs. Some cemetery budgets were edited to help accommodate the new Recreation budget. With all of these updates, Clerk Highland was able to find \$5,404.00 to go towards the Tennis court resurfacing project. **Motion** by Supervisor Paris, seconded by Supervisor Hall to update the 2022 budget reflecting an increase in the Tennis Centers budget and a decrease to Fourth of July & Halloween Parties and Cemetery budgets. Fund 410 will be closed out and funds will be transferred to the General Fund for the Tennis courts resurfacing project. Motion carried unanimously.

**Cemetery-** One burial. The map is getting worked on. The cemetery shed was broken into, but it looks like nothing of value has been taken. This happened before someone plowed out the cemetery.

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

**Old Business:**

Broadband Info – No update.

Gazebo/Shade Area– Chairman Hautala explained resident Luke Soderling is starting to make buildings from big timbers. He would like to ask him for a price. Paris agreed it wouldn't hurt to get a price so there is a starting point.

Road and Bridge Equipment Options (sell sanding truck) – Supervisor Paris has been in contact with a MAT attorney and we do not need to put the sanding truck out for bids because its value is so low. The truck can be sold out right. **Motion** by Supervisor Hall, seconded by Chairman Hautala to sell the sanding truck for \$2,000.00 OBO and run in the Hometown Focus until it is sold. Motion carried unanimously.

Property Insurance additions – Clerk Highland has contacted Dawn from MATIT about adding equipment, attachments, and two buildings to our policy. Highland explained attachments are covered while on equipment. If the Board would like them insured while not in use they will need detachable coverage. Supervisor Paris would like to get a quote on all possible options and then make a decision. Highland will work with Foreman Merritt on this.

Set 2023 Budget – Clerk Highland explained the proposed 2023 budget including raises to wages and insurance. She feels because the township received \$501,952.19 in 2021 there is no reason why the township needs to increase the budget. She explained the Board may have to watch spending in regards to wants vs needs. Chairman Hautala agreed that we have a lot of good equipment and purchasing more may not be necessary at this time. Supervisor Paris' main concern is the increase in fuel prices. He would like to have a working meeting on just the budget in the future. **Motion** by Chairman Hautala, seconded by Supervisor Hall to set the 2023 Budget at \$500,000.00 and propose the 2023 Levy to stay the same at \$342,000.00. Motion carried unanimously.

Boiler Issues – Chairman Hautala has met with an electrician in regards to the broken boiler. There were two blown fuses. We need to find out why the fuses are blown. The electrician will order 50 amp fuses. The boiler requires 50 amp, but there are 40 amp fuses in it currently. The electrician is looking at putting a surge protector on the boiler. Hautala would like to hire him to do this work before purchasing a new boiler. **Motion** by Chairman Hautala, seconded by Supervisor Paris to hire Scott Tyo for electrical work at \$150.00 per hour plus parts. Motion carried unanimously.

Other Old Business – The IRRRB grant did not make it through the first cycle. It is fully submitted for the second cycle. We still have an application in for the Senator Smith grant. However, the senators haven't approved the bill yet.

**New Business:**

2022 Health Insurance Rate – **Motion** by Supervisor Paris, seconded by Supervisor Hall to approve the health insurance increase to \$1,345.00 per month per employee. Motion carried unanimously.

Ballot Board Resolution – **Motion** by Supervisor Hall, seconded by Superiors Paris to adopt Resolution 2022-01. Motion carried unanimously.

Township Shred Truck – Clerk Highland was wondering if we were going to offer the shred truck to residents. It was decided that residents can bring documents and they will be locked away until the shred truck comes to destroy documents at the hall.

Local Board of Appeal and Equalization – April 14, 2022 at 11:00 AM to Noon.

Security Pledging Signature Card – This will be discussed and signed during the Re-Org Meeting.

Other Concerns – Chairman Hautala requested all Board members attend the Annual Meeting so they can give liaison reports.

Supervisor Paris reported a resident is concerned that the City of Biwabik taking on Aurora's sewage load will create an increase on the spray flow within the township. Resident Imberg doesn't think the sprayer will be affected.

The Re-Org meeting will be held in March this year instead of April since the election races are not contentious. The Board meeting is held after the township election this year instead of prior like most years.

**Correspondence:** The correspondence was reviewed by the Board. No action taken.

- Census – BAS
- St. Louis County
  - CDBG Requalifications
  - County Fair Donation Request
- Dan Karlin – Thank you (email)
- LCP – Annual Meeting
- MAT – Training opportunities
- Local 49 – Premium Rate increase
- Park State Bank – Public Entity Pledging

**Hall Rentals:**

- Potluck – First Wednesdays of every month

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

**Comments from the Audience:** None

**Adjourn:** Chairman Hautala adjourned the meeting at 8:58 PM.

Walter W. Hautala  
Chairperson:

3/14/2022  
Date:

E. Highland  
Attest by Clerk:

