

Biwabik Township Monthly Board Meeting Minutes (Reorganization)
Township Hall - 6555 Oak Drive, Gilbert, MN
Monday, March 14, 2022

Call to Order: 5:30 PM by Chairman Hautala

Present: Supervisors Hautala, Paris, and Hall, Clerk Highland, Treasurer Bluhm and one guest: Kirstie Hall.

Pledge of Allegiance: Recited

Designation of Chairperson, Vice Chairperson, and Township Attorney:

Supervisor Paris nominated Walter Hautala as Chairperson. There were no other nominations after three calls. Hautala accepted the nomination.

Supervisor Paris nominated Todd Hall for Vice-Chairperson. There were no other nominations after three calls. Hall accepted the nomination.

The change in Vice-Chairperson will be changed at Park State Bank.

Motion by Supervisor Paris, seconded by Supervisor Hall to designate Couri & Ruppe as the township attorney. Motion carried unanimously.

Special Agenda Requests: None

Minutes: Motion by Supervisor Paris, seconded by Supervisor Hall to approve the February 14, 2022 Monthly Board Meeting minutes. Motion carried unanimously.

Financial Report: Treasurer Bluhm went over the February Financial Report with the Board.

Opening Balance 02/01/2021	\$ 416,964.04
Receipts	\$ 63,522.69
Disbursements	\$ 36,952.23
Ending Balance 02/28/2021	\$ 443,534.50
Deposits in Transit	\$ 0.00
Outstanding Checks	\$ 4,829.37
Petty Cash	\$ - 100.00
Total Checking Acct.	\$ 448,263.87
Total Investments	\$ 211,297.62

The Clerk and Treasurer are in balance with the bank. Bluhm reported the money from Fund 410 (Town Hall Building) has been transferred into the General Fund. Fund 410 will not be deactivated until 2023 because there was activity in it in 2022. The checking account interest is now going into the General Fund, ear marked for the tennis court project.

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

Claims: Clerk Highland went over claims with the board. **Motion** by Supervisor Paris, seconded by Supervisor Hall to pay claims as presented for \$9,697.59. Motion carried unanimously.

Adopt Schedule of Town Board Meetings:

Meetings will be held the second Monday of the every month at 5:30 PM. Due to a schedule conflict, the July, September, October, and January meetings will be held on the third Monday at 5:30 P.M. **Motion** by Supervisor Paris, seconded by Supervisor Hall to adopt the meeting schedule from April 2022 to April 2023. Motion carried unanimously.

Set Compensation and Mileage Reimbursement:

Due to unforeseen circumstances regarding fuel prices the Board decided to not increase wages at this time. They removed the per hour payment that was attached to the Road and Bridge Liaison stipend. Supervisor Hall would like to see Public Safety get the first raise when possible. **Motion** by Supervisor Hall, seconded by Supervisor Paris to keep rates the same as the previous year. Motion carried unanimously.

The township follows the federal mileage rate, which gets set in January (\$0.585 per mile).

Designate Official Newspaper, Official Bank(s), and Posting Places:

Treasurer Bluhm reported the depositories are American Bank (checking and savings) and First National Bank of Gilbert (CDs). Clerk Highland has received a publication bid from Hometown Focus. **Motion** by Supervisor Hall, seconded by Supervisor Paris to acknowledge American Bank and First National Bank of Gilbert as township banks, use the town hall and Lakeland Store as posting places, and accept the Hometown Focus as the legal paper for Biwabik Township. Motion carried unanimously.

Designation of Deputy Officers (Clerk and Treasurer):

Clerk Highland appointed Kirstie Hall as Deputy Clerk.

Treasurer Bluhm appointed Jessica Forsline as Deputy Treasurer.

Designation of Department Liaison:

The Supervisors picked the areas they would like to be liaison for. The Department Liaison List for 2022 that is attached to these minutes. Motion carried unanimously.

Approval of Special Claims Payments:

Motion by Supervisor Paris, seconded by Chairman Hautala to pay recurring bills and special claims list (attached to these minutes). Motion carried unanimously.

Reports:

Road & Equipment- Supervisor Paris reported the crew has been pushing back banks and brushing. Chairman Hautala reported the grader is having a hard time shifting. Titan has been called regarding this issue.

Fire- No report

First Responders- No report

Recreation- Chairman Hautala reported we are on the last few days of the rink. The tennis project will have to wait until the snow melts.

Cemetery- Hall's are working on the cemetery map. There was discussion if the maps and index should just be paper and replaced yearly or as often as needed.

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

Old Business:

Broadband – Supervisor Hall is working on getting a legislative contact to help get providers in the area. Chairman Hautala added that Senator Smith is interested in getting broadband into rural areas. Hall would really like to contact CenturyLink and work with them to get coverage in the area since they are already here. It takes one constant advocate to work with them. There may be a bill passed in July regarding Broadband.

Gazebo/Shade Area – Supervisor Hall believes a building permit will be needed. At this time the Board likes the idea of timber structures, but feels they may be too expensive. Clerk Highland suggested asking for quotes from local contractors. Hautala will also reach out to the area school programs and see what they have to offer (Rock Ridge and Mesabi Range).

Sanding Truck – No offers

Boiler Issue – The elements are fine and the fuses have been replaced, but the boiler still isn't functioning. The electrician has been in contact with the company that makes it. A transformer may be needed, which is on order. There may have been a power surge that has started all this.

New Business:

AWAIR- **Tabled** for April

Open Willow Lane – **Tabled** for April

Eshquaguma Country Club Liquor License- **Motion** by Supervisor Paris, seconded by Supervisor Hall to approve the ECC liquor license for 2022. Motion carried unanimously.

Resolution2022-02- Clerk Highland submitted Resolution 2022-02 accepting the 2023 Town Levy set at \$342,000.00. **Motion** by Chairman Hautala, seconded by Supervisor Paris to adopt Resolution 2022-02. Motion carried unanimously.

Letter of Support (Town of White) – Supervisor Hall read a letter requesting the Board support the Town of White's need for a new informational sign they plan to purchase with a grant. An outline letter was sent to the clerk. She will fill out the applicable information and return it.

Open Brush Dump- **Tabled** for April

RAMS - Forms – As new administrative Liaison, Supervisor Hall filled out the RAMS paperwork. Clerk Highland will return it.

Acquire McKinley Fire Dept. – Clerk Highland was asked if the Board would support this acquisition. The Board feels the City of McKinley needs to solicit the Township Board on this matter.

Election Payroll – Clerk Highland asked for approval of payroll for the Township Election Judges. **Motion** by Supervisor Paris, seconded by Supervisor Hall to approve payroll for Myra Adams, Mary Suhadolc, and Kirstie Hall. Motion carried unanimously.

Update Pledge Card – Pledge card at the bank renew about every three years. Clerk Highland requested the chairman, treasurer, and clerk sign off.

Other Concerns – None

Correspondence: Clerk Highland went over correspondence with the Board. No action taken.

- Town of White – Request letter of support
- St. Louis County
 - Public Health Emergency Communications (weekly email to clerk)
 - Election materials
 - Draft Ordinance Hearing
- MAT – Spring Short Courses
- MATTIT – Notice of Reevaluation
- RAMS Emails
 - Conflict of Interest Policy
 - Code of Conduct
- University of MN – MN Snow and Ice Control Handbook

Hall Rentals:

- Potluck first Wednesday of every month
- Jared Kral – Saturday, March 26, 2022
- John Kuitunen – Saturday, April 2, 2022
- Shirley Leoni – Saturday, April 16, 2022
- Marie Elg – Saturday, April 23, 2022
- Paul Petron – Saturday, April 30, 2022

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

Comments from the Audience: None

Adjourn: Motion by Supervisor Hall, seconded by Supervisor Paris to adjourn the meeting at 7:49 PM. Meeting adjourned.

Walter W. Santala 4/11/2022 Emily S. Highland

Chairperson:

Date:

Attest by Clerk

