

Biwabik Township Monthly Board Meeting Minutes
Biwabik Township Hall - 6555 Oak Drive, Gilbert, MN
Monday, September 19, 2022

Call to Order: 5:30 PM by Chairman Hautala

Present: Supervisors Hall, Hautala and Paris, Clerk Highland and Treasurer Bluhm
5 Guests; Kirstie Hall, Tony Nygaard, Kevin Merritt, John & Shelley Kuitunen

Pledge of Allegiance: Recited

Special Agenda Request: None

Minutes: Motion by Supervisor Paris, seconded by Supervisor Hall to approve the August 8, 2022 Monthly Board Meeting minutes. Motion carried unanimously.

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

Opening Balance 08/01/2022	\$ 449,495.95
Receipts	\$ 45,105.35
Disbursements	\$ 33,365.15
Ending Balance 08/31/2022	\$ 461,236.15
Deposits in Transit	\$ - 1,500.00
Outstanding Checks	\$ 1,910.18
Petty Cash	\$ - <u>100.00</u>
Total Checking Acct.	\$ 461,546.33
Total Investments	\$ 211,543.54

The Clerk and Treasurer are in balance with the bank.

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

There was discussion as to whether or not the Reserve Fund CD should be increased when it comes due October 4, 2022. Supervisor Paris figured we would get more interest moving money from the Park State Bank savings account into the Reserve Fund CD. Clerk Highland requested to keep a balance in the fluid savings account for easy access if needed. Money can get pulled from CDs early, there would just be a longer process getting signatures. **Motion** by Supervisor Paris, seconded by Supervisor Hall to transfer \$100,000.00 from the Park State Bank Reserve Savings account into the checking account to add to the Reserve Fund CD at First National Bank of Gilbert. Motion carried unanimously. **Motion** by Supervisor Paris, seconded by Chairman Hautala to renew CDs 6856 and 6858 for a year. 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 \$7,801.60. Motion carried unanimously.

Reports:

Road & Equipment- A letter was submitted to the Board from Farley's who live at the end of North Silver Lake Road. They are requesting that the crew does not turn around in their driveway while snowplowing, as they do not pay for the service. The previous home owner did pay for plowing. The assumption is the crew is just following past practice. There is state land to the east of the road and the

plan is to place the snow from the road there. Foreman Merritt will inform other residents on the road that Farley's driveway will no longer be used as a turnaround in the winter.

The boxes on the '99 dump truck and the one ton need replacement, estimates are coming.

The New Holland tractor radiator was damaged during mowing. It is \$1,500.00 to replace the radiator.

Foreman Merritt reported about 800 yards of Class 5 have been hauled. If the contractors need material for the shelters the crew will use sand from the pit.

The big culvert at the intersection of Chestnut and Walnut Drives has been ruined by big trucks hauling for the ATV trail. Supervisor Paris thinks we should use the full budget for culverts and get them so we have culverts on hand for when we need them. Merritt suggested using the remaining dust control budget on culverts. Paris would like to see that go towards fuel. Chairman Hautala will look to see if he can find a report from ARDC that states how many culverts are in the township.

Merritt explained there is a flat tire on the grader. Clerk Highland suggested the remaining dust control funds could help cover this cost.

No action taken on items discussed in the report.

Fire- Chief Nygaard reported two calls for August. Clerk Highland submitted an estimate for a new computer system from Steve Peterson. The price to have a matching system as the office would be \$1,220.00. **Motion** by Supervisor Hall, seconded by Supervisor Paris to approve the computer proposal for \$1,220.00. Motion carried unanimously.

The Board gave John Kuitunen a gift of appreciation for volunteering above and beyond fire fighting duties.

Chief Nygaard and Kuitunen submitted to the Board a request to raise the PERA Volunteer Firefighter Retirement. There is no additional contribution needed from the township if they raise the benefit level to \$1,600.00, \$1,800.00, or \$2,000.00. **Motion** by Supervisor Hall, seconded by Supervisor Paris to increase the firefighter PERA benefit to \$1,600.00. Motion carried unanimously.

Motion by Supervisor Hall, seconded by Supervisor Paris to approve Resolution 2022-08, increasing the retirement benefit for the PERA Firefighter Retirement Plan. Motion carried unanimously.

MATIT is in the process of changing their insurance software. During the update it was determined that a few of our vehicles are covered by liability insurance only. Clerk Highland also noted that the 6x6 trailer is not insured. She is unsure if it is covered by being on a covered vehicle like other attachments.

Motion by Supervisor Hall, seconded by Supervisor Paris to increase insurance coverage from liability to replacement cost and check on insuring the fire department's trailer. Motion carried unanimously.

Chief Nygaard asked the Board if they have moved forward on the coalition with McKinley's fire department. He is willing to meet with Supervisor Hall to decide on a price. Supervisor Paris will make sure to ask the attorneys at the legal seminar the best way to move forward on this legally.

First Responders- No report. The office has been contacted regarding a recall with the AED at the hall. It was discussed that all township AEDs should be replaced. There is a rebate available if old units are returned. State bid pricing runs out in mid-October. Supervisor Hall would like to purchase Zoll AEDs over Phillips. There seem to be a lot of recalls with Phillips. The purchase price for each AED is \$1,350.00. Supervisor Paris suggested amending the motion about renewing CD6905 and only add \$85,000.00 to the renewal and use \$15,000.00 from the Reserve Fund savings to purchase 11 AEDs in total. **Motion** by Supervisor Paris, seconded by Supervisor Hall to clarify previous motion regarding CD6905 and renew CD6905 when it comes due October 4, 2022 and add \$85,000.00 to the renewal. Motion carried unanimously. **Motion** by Supervisor Paris, seconded by Supervisor Hall to purchase 11 Zoll AEDs and use money transferred from the Reserve Fund. Motion carried unanimously.

Recreation- Halloween funds were discussed. Inflation may affect the cost of the party. There is \$1,321.33 in the Celebration Fund currently. **Motion** by Supervisor Hall, seconded by Supervisor Paris to allocate \$700.00 for the Halloween Party. Motion carried unanimously.

Cemetery- Clerk Highland submitted two deeds for approval; Rick Skule and Isabel & Paul Haverkamp. **Motion** by Supervisor Paris, seconded by Chairman Hautala to approve both deeds. Motion carried unanimously.

There has been a request to bury a grand daughter's cremains on top of a casket in the Veterans Memorial Garden. The Cemetery policy was reviewed. It was determined that the families request will be granted.

A bush that was donated from Darlene Yurczyk has been planted in an area where no trees should be. It was placed where a previous tree had died. The assumption was it was an ok place. Foreman Merritt and Clerk Highland will work on places to replant the bush.

A complaint about grass clippings in the cemetery was received. It was explained to the family that this year was more wet than in the past and so the grass grew more than most years. We are unable to place a bag on the gravelly. The Board has looked into it before. There was discussion on mulching blades. No action taken.

The Memorial flags will need to be taken down.

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

Old Business:

Broadband Info – Supervisor Hall reported that CTC is currently on hold with moving forward in our area. They are currently waiting to see if MediaCom gets the bid. There will not be competitive pricing here.

Gazebo/Shade Area– Chairman Hautala has tried to contact Northland Integrity Builders multiple times, with no luck. He is very disappointed that they haven't given us a start time. He will continue to call them.

Parking Lot – Chairman Hautala reported IRRRB has given the approval to start on the parking lot.

Motion by Chairman Hautala, seconded by Supervisor Paris to approve the Mesabi Bituminous parking lot quote for \$30,000.00. Motion carried unanimously. Foreman Merritt will contact Mesabi Bituminous to set up a start date.

Boiler Issues – Approve Plumbing is waiting on parts.

AWAIR – Tabled

Past S.S. Issue – Clerk Highland reported she's drafted letters by request of Tracie Birchem and Janet Williams for the Board to sign. Birchem's letter is in regards to her months of service per Social Security's request. William's letter is in regards to the Board asking for reimbursement for her portion of social security that was edited on her behalf.

New Business:

Dishwasher – The dishwasher was on the fritz again. It kept popping the GFI. The Board ran it off a non GFI outlet and it started working again. There may have been a humidity issue causing it to not run.

Liability Insurance – Discussed earlier in Fire.

Other Concerns – Supervisor Paris discussed the need for another temporary employee. Willy Merritt has moved back into the area and is a 49er. **Motion** by Supervisor Paris, seconded by Supervisor Hall to hire Willy Merritt as a temporary employee. Motion carried unanimously. Paris also asked how long the brush dump should remain open. It was decided it will be closed for the year on October 31, 2022.

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

- St. Louis County
 - Sale of State Tax – Forfeited Land
 - Final Township Levy Certification
- RAMS – multiple emails
- MAT - Liability Insurance
- First National Bank of Gilbert – CD Renewal letters
- MN Revenue – Taconite Aid letter
- Kristen Farley – Email about plowing
- PERA – Rate increases

Hall Rentals:

- Pot Luck 1st Wednesday of every month @ Noon
- Ed Holmstrom – Saturday, October 22, 2022

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

Comments from the Audience: Kirstie Hall was concerned about where laundry was getting placed after she returned it to the hall.

Adjourn: Motion by Supervisor Hall to adjourn the meeting. Chairman Hautala adjourned the meeting at 7:55 PM.

Walter W. Hautala
Chairperson:

10/17/2022
Date:

E. Highland
Attest by Clerk:

