

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

**Call to Order:** 5:30 PM by Vice-Chairman Hall  
Present: Supervisors Hall and Paris, Clerk Highland  
3 Guests; Kirstie Hall, Dick & Doris Freeburg  
Absent: Chairman Hautala and Treasurer Bluhm

**Pledge of Allegiance:** Recited

**Special Agenda Request:** None

**Minutes:** **Motion** by Supervisor Paris, seconded by Supervisor Hall to approve the October 17, 2022 Monthly Board Meeting minutes, with edits to a few typos. Motion carried unanimously. The edited minutes will be signed.

**Financial Report:** Clerk Highland went over the October Financial Report with the Board.

Opening Balance 10/01/2022	\$ 456,878.08
Receipts	\$ 231,795.40
Disbursements	\$ 229,251.00
Ending Balance 10/31/2022	\$ 459,422.48
Deposits in Transit	\$ - 4,780.00
Outstanding Checks	\$ 1,455.97
Petty Cash	\$ - 100.00
<b>Total Checking Acct.</b>	<b>\$ 455,998.45</b>
<b>Total Investments</b>	<b>\$ 196,657.99</b>

The Clerk and Treasurer are in balance with the bank. Highland explained that the reason the receipts and disbursements look so high is because the system creates two transactions when cashing out and purchasing investments. The new Reserve Fund CD 7023 has been created. It will receive 0.850% interest. The other CDs are currently getting 0.550% interest. The savings accounts interest is lower than 0.050%.

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

**Claims:** Clerk Highland reviewed the claims with the Board. She explained the claims are high this month because both the Class 5 and culverts are on the list. **Motion** by Supervisor Paris, seconded by Supervisor Hall to approve claims as presented for \$39,328.39. Motion carried unanimously.

**Reports:**

**Road & Equipment-** Culverts have been purchased and replaced on Elm and Maple Drives. The snowplows are ready. Patching on Juniper happened before the snow came. Clerk Highland has not received any quotes for the dump box on the single axle dump truck. The total received for snowplowing through October 31 is \$29,450.00.

**Fire-** No Report. Clerk Highland has received the sample contract from Couri & Ruppe for combining fire departments with McKinley. She has also received building and equipment specs from City of McKinley and will forward that on to the attorney. The fire hall computer has been set up. It will need a software program installed for making reports. Highland will need to contact Steve Peterson to see if we have enough coverage from purchasing the office computers. **Motion** by Supervisor Hall, seconded by Supervisor Paris to purchase/set up software on the fire department's computer. Motion carried unanimously.

**First Responders-** AEDs have been delivered. Director Larson has taken the AEDs for the first responders. Once the old AEDs are returned to the office, Clerk Highland will return them. She has a month to return the old ones.

**Recreation- Table** Halloween report. It was noted that a request for more pizza next year was made.

**Cemetery-** No update

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

**Old Business:**

Broadband Info – No update on MediaCom’s grant status. An email was received regarding Broadband funding. Supervisor Hall explained the email wants residents in underserved areas to apply to show need/want in the area. Resident Freeburg asked how residents are supposed to know about this. It was discussed that Clerk Highland should add numbers to the minutes since the website is very basic and only minutes get posted there. She also said she will try to post the email itself on the website in the minute’s section. The email will get forwarded to Freeburg’s. They will work on spreading the information by word of mouth. If Highland receives any calls questioning broadband she will forward on the email.

Gazebo/Shade Area– Slabs have been poured. The remainder of the project will probably be completed in the Spring.

Parking Lot – When the parking lot is completed, the Board would like to attach one of the shelters with a tar apron for full handicap accessibility.

Boiler Issues – The boiler is holding pressure, but not heating anymore. Approve Plumbing is aware of this and currently thinking of the best option for moving forward (full replacement or electrical fix). Supervisor Hall will contact Luke to keep up on this.

Cemetery Tree Removal Quote – There is now concern that if the stumps are ground they may hit the fiber cable in the area. Further discussion was held on liability if a resident were to cut down the trees and take the wood. **Tabled**

Trailer Insurance – Clerk Highland reported insurance has been placed on the 6x6 trailer and was paid for in claims.

**New Business:**

Resolution 2022-09 – **Motion** by Supervisor Hall, seconded by Supervisor Paris to adopt Resolution 2022-09 accepting a cash donation of \$30.00 for Halloween. Motion carried unanimously.

Tac Strips – Clerk Highland requested to order tac strips to deter renters from taping decorations on the hall. She is continually having trouble on the wall where the projection screen is. Deposit checks have not been cashed for these patching jobs. If tac strips do not remedy the problem, Resident Freeburg suggested placing thin plexi-glass in that area.

Other Concerns –

Clerk Highland submitted to the Board a letter she just received from the Gilbert Police Department asking for donations for an education program they would like to implement. Supervisor Paris said this should be discussed at the Annual Meeting so the residents can allocate funds like other donations. There is no request by date on the letter.

Supervisor Paris asked about when AWAIR should be submitted. Clerk Highland explained it is supposed to be done as a full Board during the Re-Org meeting each year.

The Road and Bridge crew were denied Frontline Worker Pay. Paris would like to compensate them for this since they worked through the whole pandemic. There was discussion about the best way to move forward on this. Further discussion will be held with a full Board.

Paris is also working on the noxious week report.

**Correspondence:** The correspondence was reviewed by the Board.

- St. Louis County
  - Election materials, updates, and trainings

- Noxious Weed Annual Report
- MATIT - Workers Comp Insurance pkt
- MidState – DEF warranty extension
- IRS – No additional tax to 2008, 2009, 2010 submission
- RMS – acquired Pit & Quarry

The MidState warranty is extended because the part that is needed is not available.

**Hall Rentals:**

- Pot Luck 1<sup>st</sup> Wednesday of every month @ Noon
- Allison Mattson – Sunday, December 4, 2022
- Wendy Schroder – Saturday, December 10, 2022
- Cindy Nelson – Saturday, December 24, 2022
- Iva Lopp – Sunday & Monday, December 25 & 26, 2022

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

**Comments from the Audience:** None

**Adjourn: Motion** by Supervisor Paris to adjourn the meeting. Vice-Chairman Hall adjourned the meeting at 6:46 PM.

Walter W. Santola  
Chairperson:

Dec 12/12/2022  
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