

**Biwabik Township Monthly Board Meeting Minutes
Biwabik Township Hall - 6555 Oak Drive, Gilbert, MN
Tuesday, January 10, 2023**

Call to Order: 5:33 PM by Chairman Hautala

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

3 Guests; Chuck & Nita Larson, and Tony Nygaard

Pledge of Allegiance: Recited

Special Agenda Request: None

Minutes: **Motion** by Supervisor Hall, seconded by Supervisor Paris to approve the November 10, 2022 Fire Special Board Meeting minutes. Motion carried unanimously.

Motion by Supervisor Paris, seconded by Supervisor Hall to approve the December 12, 2022 Monthly Board Meeting minutes. Motion carried unanimously.

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

Opening Balance 12/01/2022	\$ 518,701.10
Receipts	\$ 7,815.40
Disbursements	\$ 46,646.68
Ending Balance 12/31/2022	\$ 479,869.82
Deposits in Transit	\$ - 400.00
Outstanding Checks	\$ 2,563.76
Petty Cash	\$ - <u>100.00</u>
Total Checking Acct.	\$ 481,933.58
Total Investments	\$ 196,751.22

Motion by Supervisor Hall, seconded by Supervisor Paris to approve the financial report for December 12, 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 \$15,542.83. Motion carried unanimously.

Reports:

Road & Equipment- Foreman Merritt has requested a new dumpster for the township. The current one is rusted out. Supervisor Hall will report on prices next meeting. The crew has been knocking back snowbanks. We have gotten compliments on the guys working back to back during the big storm in December.

Fire- Fire Chief Nygaard reported two calls for December. Assistant Fire Chief Josh Olson has resigned as of January 2, 2023. **Motion** by Supervisor Hall, seconded by Supervisor Paris to accept the resignation of Josh Olson. Motion carried unanimously. Letters of intent will be submitted to the Board for the position of Assistant Chief.

First Responders- Five calls for December. I am responding will be renewed during the February Board Meeting.

Recreation- The rink is being maintained. One picnic shelter is in place. The second one is in the process of being built. Supervisor Paris would like to hold 10% if possible to make sure the structures are structurally sound in the Spring.

Cemetery- No update on map or trees. The cemetery will not get plowed until needed.

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

Old Business:

Broadband Info – Just this afternoon MediaCom was awarded a grant for about \$821,000.00. Unfortunately, this will bring coverage to the Esquaguama Lake area, not the whole township. Supervisor Hall is still waiting for CTC to offer coverage in our area along highways 20 and 97.

Gazebo/Shade Area– Discussed earlier.

Parking Lot – On hold till Spring. Keeping on agendas so the project doesn't get lost in the shuffle. Clerk Highland is worried about the time frame. She hopes we won't lose grant funding for not getting the project done in the time period allotted. Chairman Hautala will contact Chris Ismil about this concern.

Boiler Issues – Clerk Highland reported Luke from Approve Plumbing will submit proposals for gas and electric options for replacing the boiler. Chairman Hautala requested his presence at the next meeting for a question and answer period.

Cemetery Tree Removal Quote – Discussed earlier.

New Business:

ADT – There was discussion about what pool the Road and Bridge guys should be in for drug testing. Clerk Highland said that paperwork gets confusing when they go in for a DOT random, but their medical card is exempt. She also needs to know if she is supposed to lower John Kuitunen to the non-DOT pool.

Tabled

RAMS – Reviewed correspondence that came with membership renewal packet. No action taken.

Set Board of Audit and Budget Meeting – Monday, January 30, 2023 at 5:30 PM.

Office Hours – Clerk Highland requested everyone who has a key to the office, respect the posted office hours during January. She and Treasurer Bluhm will be meeting there during non-office hours to balance the 2022 books and prepare for the Board of Audit meeting.

Shred Truck – Clerk Highland requested a shred truck to come and shred documents that have been discarded due to records retention. The Board is in agreement that a shred truck should come.

IRS Letter for Diane – Today the office received a letter from the IRS explaining we have over \$6,000.00 in credits. This overage is the amount we sent to the IRS to fix the social security issue from 2008, 2009, and 2010. The letter will be given to our CPA, Diane, when she comes to review our quarterly reports and get our W-2s. No action taken.

Other Concerns –

Supervisor Paris has had a resident ask him why the Board would want \$900,000.00 from the federal government. He has not responded yet and wanted the whole Board to know. He may explain to the resident how we lost out on Covid money by following the parameters that were originally in place. Chairman Hautala stated he will continue to work with Gary Lamppa to ensure we will get the funds that were originally allotted to us. Our award letter stated over \$900,000.00. They should not be able to take it back due to a clerical error on their part. Supervisor Hall asked the Board if we are aware of any age friendly projects at the township. A new grant is available for such projects.

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

- RAMS – Misc Emails
- IRS – Over payment notice
- MAT – Misc Emails

Hall Rentals:

- Pot Luck 1st Wednesday of every month @ Noon
- Crystal Craddle – Saturday, February 25, 2023

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

Comments from the Audience: None

Adjourn: Motion by Supervisor Hall to adjourn the meeting. Chairman Hautala adjourned the meeting at 6:52 PM.

Walter C. Hautala
Chairperson:

2/13/2023
Date:

E. Highland
Attest by Clerk:

