

Biwabik Township Monthly Board Meeting Minutes
Biwabik Township Hall - 6555 Oak Drive, Gilbert, MN
Tuesday, January 09, 2024

Call to Order: 5:35 PM by Vice-Chairman Hautala
Present: Supervisors Hautala and Paris, Clerk Highland, and Treasurer Bluhm
2 Guests; Nita Larson and Tony Nygaard
Absent: Chairman Hall

Pledge of Allegiance: Recited

Special Agenda Request: None

Minutes: **Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve the December 11, 2023 Monthly Board Meeting minutes and the December 18, 2023 Special Board Meeting minutes. Motion carried unanimously.

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

Opening Balance 12/01/2023	\$ 351,272.38
Receipts	\$ 128,012.64
Disbursements	\$ 41,665.38
Ending Balance 12/31/2023	\$ 437,619.64
Deposits in Transit	\$ - 400.00
Outstanding Checks	\$ 8,791.35
Petty Cash	\$ - 100.00
Total Checking Acct.	\$ 446,010.99
Total Investments	\$ 198,558.34

Motion by Supervisor Paris, seconded by Supervisor Hautala to approve the December 2023 Financial report and file it for audit. Motion carried unanimously.

Claims: Clerk Highland reviewed the claims with the Board. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve claims as presented for \$9,565.30. Motion carried unanimously.

Reports:

Road & Equipment- Roads have been graded and patched with the warm weather. They have also been plowed after snow falls. The trailer has been fixed. While reviewing the 2023 budget it was discovered that salt was not ordered nor was sand hauled. Liaison Paris will look into it. An updated quote for the New Holland parts has been received. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve the Lulich quote for \$833.95. Motion carried unanimously. The Road and Bridge crew has requested an electric power washer. A commercial washer from Radko is about \$1,550.00 a general washer from Menards is \$400.00. The commercial one requires 210 amp. There is only one 210 plug in, in the shop which will require a long hose. Supervisor Paris is concerned about overspending on small stuff when there are two boxes that need to be purchased. Nygaard explained the smaller power washer may not hold up as well as an industrial one, therefore causing multiple purchases. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to purchase an industrial power washer plus 100 foot hose from Radko, not to exceed \$2,000.00. Motion carried unanimously. An estimate for fixing the soffit and fascia for \$1,800.00 was submitted by Radtke Woodworks. A second estimate will be submitted for insulating the shop attic. The door for the dust control building also needs to be flipped. It was installed backwards for the use of the building. Supervisor Hautala doesn't want to be charged for moving the door. Nygaard noted he would like the soffit and fascia fixed sooner rather than later. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve estimate #1060 for \$1,800.00.

Discussion- Supervisor Paris noted the estimate does not include snow guards for the roof. Motion carried unanimously. There was discussion as to what the shop's temperature should be set at since there is not insulation in the attic. Paris feels a policy should be made stating that the shop thermostats are to be set at 60 degrees. No action was taken. The MOU for the Road and Bridge raise was submitted. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to accept the MOU and pay back pay once all signatures have been received.

Discussion- Payment will be made in between payroll weeks. PERA and taxes will be withheld. Motion carried unanimously.

Fire- Zero calls for December. The background check came back on Crystal. She will need to be interviewed for Fire and EMR. The McKinley contract has been sent to dispatch and is switched over for fire and EMS. We are still waiting on a lease agreement for use of City of McKinley's equipment. No city equipment will get used until the lease is in place. John Kuitunen has been flooding the rink. Nygaard asked if there is need for the brush dump to be opened in the winter, noting that it is the safest time to burn.

First Responders- Four calls in December. Director Larson asked if her monthly allotment could be extended to \$1,000.00. She needs to reorder supplies for current kits. There are only six kits. More kits will need to be ordered as our roster is now up to nine. New kits will cost about \$2,000.00 each. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to purchase medical supplies to update current kits, approving the claim at the next meeting. Motion carried unanimously.

Recreation- The tennis/pickle ball grant has been submitted. Hautala would like to solicit donations from businesses. He would like CRD to do the write-up and solicitation. We may have to pay extra for it. Clerk Highland received a volunteer request from Cody Tachio to help maintain the rink. **Motion** by Supervisor Hautala, seconded by Supervisor Paris to approve Cody Tachio as a rink volunteer granting him access to the township's snowblower. Motion carried unanimously. Radtke Woodworks will submit an estimate on replacing the double door on the skate shack. ACE Heating and Cooling did a service on the furnace in the skate shack. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve ACE Heating and Cooling bill. Motion carried unanimously. The hockey nets may need to be replaced next winter.

Cemetery- No report.

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

Old Business:

Broadband Info – Clerk Highland reported Mediacom is laying fiber lines in the west side of the township. Currently they lost their grant opportunity for the Country Club and is requesting funding during the next round. This means they will be covering more of the township than originally thought. Supervisor Paris said Commissioner McDonald has been appointed to the Governor's task force for broadband. Brad Gustofson is the county's broadband "guru" if we need help with anything.

Senator Money Update – Clerk Highland has been submitting paperwork requests as they come up.

Boiler Issues - pressure tested – 190 degree light – Clerk Highland is keeping Luke posted on boiler issues/concerns.

County Meeting on 01/09/2024 – Paris and Hautala received compliments on the hall and well-maintained roads.

New Business:

Absentee Ballot Board Resolution – **Motion** by Supervisor Hautala, seconded by Supervisor Paris to approve Resolution 2024-01 appointing Kathleen Wagner, Emily Highland, and Jean Korpi

Designate Legal News Paper– **Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve Home Town Focus as the Township's legal newspaper. Motion carried unanimously.

Mileage \$0.67/mile – **Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve the federal rate for 2024 mileage reimbursement. Motion carried unanimously.

MAT Dues– Clerk Highland received the bill for MAT Dues. In the past the association of township’s would collect the dues and submit them accordingly. However, this year MAT has instructed us to not send our dues to the county. There was discussion about whether or not it was worth staying with MAT. **Motion** by Supervisor Paris, seconded by Supervisor Hautala to approve the MAT dues. Motion carried unanimously.

Set BOA – Clerk Highland requested to have the Board of Audit held in January so books can be submitted to the state early. The BOA will be held on Tuesday, January 30, 2024 at 9:00AM.

Health Insurance Premium Increase (\$85.40/\$36.60) – **Motion** by Supervisor Paris, seconded by Supervisor Hautala to acknowledge the insurance increase effective March 2024 per union contract, the increase will be split 70/30, health insurance is paid via special claims list. Motion carried unanimously.

Menards Charge List – The list was reviewed. Kevin Merrit has been removed.

Other Concerns – None

Correspondence: The correspondence was reviewed by the Board.

- RAMS
 - Misc Emails
- MAT
 - Misc Emails
- St. Louis County
 - Misc Emails
 - Fair Donation Request
- Dick Grabko – Emails regarding Senator funds and pickle ball grant
- ICO – 2024 Contract
- Union 49
 - MOU for wage increase
 - Health Insurance Premium Increase
- East Range Times – Pricing
- Essentia Health – 3% increase to drug testing
- Hometown Focus – Legal newspaper solicitation

Hall Rentals: None

Comments from the Audience: None

Adjourn: **Motion** by Supervisor Paris to adjourn the meeting. Vice-Chairman Hautala adjourned the meeting at 7:34PM.



Chairperson:

2/12/2024

Date:



Attest by Clerk:

