

MINUTES OF THE REGULAR TOWN BOARD MEETING
June 16, 2020, 6:00 PM at the Balkan Community Center

In attendance: Chairman – Brad Strgar
 Supervisors – Jennifer Tarnowski
 Supervisor – Dirk VerSteeg
 Clerk – Misty Hendrickson
 Treasurer – Kent Fredeen
 Visitors – 4 guests

CALL TO ORDER: The meeting was called to order by the Chairman at 6:05 pm.

APPROVAL OF THE MINUTES: After review of the minutes from the June 2, 2020 meeting, a motion was made by Supervisor Tarnowski, supported by Supervisor Strgar to approve the June 2, 2020 meeting minutes. Motion carried unanimously.

FINANCIAL REPORT: Kent Fredeen

Receipts: \$1,685.71			
Sec of State – PNP reimbursement	\$1,153.42	First National Bank – Interest	
Canister site tickets	\$375.00	Checking account - interest	\$11.85
Life Ins. Reimbursed	\$65.44		

First National Bank - Account Balances	
Checking Account	<i>\$91,071.55</i>
MET (Mining Effects Tax) Account	\$152,811.95
Community Center Account	\$39,575.87
Building Project Account	\$4,952.60
Total	<i>\$288,411.97</i>

Correction to First National Bank checking account balance stated at meeting from \$93,041.10 to \$91,071.55. This is a difference of \$1,969.55.

Debit Card usage: \$48.80 = (\$25 for clerk training webinar, \$3.80 postage to send election equipment to SLC, \$20 for gas for the lawn mowers)

Recommended Transfers: none

Transfers Completed: none

The treasurer, Kent Fredeen, offered information for June 19th, 2019 funds compared to June 16th, 2020 funds. This is the low point of township funds. On June 19th, 2019, the checking account balance was \$137,709.57, the Mining Effects Tax account was at \$85,649.70, the Building Projects account was at \$4936.15, and the Community Center account was at \$37,150.25. This totals \$265,445.67 in funds for June 19th, 2019. After paying for the packer (approximately \$38,000), the township's funds are at \$250,411.97. The difference is \$15,033.70 from 2019 to 2020.

A motion by Supervisor Jennifer Tarnowski and seconded by Supervisor Dirk VerSteeg to approve the treasurer's report as read. Motion carried unanimously.

A motion by Supervisor Tarnowski, supported by Supervisor Versteeg, to approve the bills for payment on June 16, 2020, and ordered paid in the amount of \$13,667.21. Motion carried unanimously.

A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to accept the payroll for June 16, 2020 (payroll period 6/1-6/13/20), in the amount of \$5,730.24. Motion carried unanimously.

REPORTS:

1. Clerks Report:

- a. While cleaning out the safe, the clerk found minutes and agendas from many previous years. The "lost" minutes are from 2006, 2009, 2010, 2013, 2014, 2015 and 2016. More organizing is necessary. The clerk will organize the found meeting minutes and agendas by year, when found.

- b. The clerk attempted to put the beginning balances for 2019 into CTAS, as approved by the board to obtain correct financials for use in decision making. However, the balances that were expected were incorrect. This may be due to double entries or errors not corrected. The clerk will attempt to put the beginning balances for 2019 in again to correct the accounts that have been incorrect for many years. The office of the State Auditor emailed Balkan township to remit the reports for 2019.
2. Shop & Road Report:
 - a. Roads are being graded regularly
 - b. The 2018 International truck transmission issue was fixed at no charge. The warranty ends in September 2020.
 - c. Class 5 was used on the intersection of Latick and Krogerus to repair road.
 - d. Culverts were opened up on Salo and Pozar roads.
 - e. The shop foreman, Jon White, fell in a ditch and dislocated his finger on right hand. He will be on light duty for three weeks.
 - f. The new road packer was installed on 6/11/20. The regulators will be charged with nitrogen on 6/17/20. The installation was done in-house which saved the township about \$1,300.
 - g. Trees that had fallen due to a storm were removed on multiple roads in the township.
 - h. Calcium chloride will be ordered 6/17/20 and the amount, compared to 2019 spraying, cut back due to residual chloride still on the roads. This should be a savings of about \$15,000. **A motion to approve the order was made by Supervisor Strgar, seconded by Supervisor VerSteeg, and passed unanimously to order 22,000 gallons of calcium chloride.**
 3. Community Center Report:
 - a. Dave Pajunen has been sanitizing and cleaning after every use.
 - b. Supervisor Tarnowski suggested using a company to control weeds at the community center. This should cost about \$200-\$300 for 2-3 times of treatment to weeds this season.
 - c. Sink holes need to be filled by the storage container.
 4. Canister Site Report
 - a. Canister site attendants are down to two employees. A previous employee expressed interest in the position if he was given two consecutive weeks to work per month. This employee won't need any training. **A motion was made by Supervisor Strgar to hire the previous employee, it was seconded by Supervisor Tarnowski and unanimously approved.**
 5. Other Reports
 - a. Colombe pit was recently vandalized and the dry hydrants were shot up. Replacement pieces need to be ordered. It was suggested that signs be posted "No Trespassing" and a gate put across the entrance to restrict unauthorized use. **A motion by Supervisor Strgar for Supervisor VerSteeg to pick up signs, post them at the site, and enact a gate at the Colombe pit was supported by Supervisor Tarnowski and passed unanimously.**

CONCERNS AND COMMENTS FROM THE AUDIENCE:

1. Clarice Sever noted that election judges need 25 days in advance of an election to tell their employer they will be attending the election.
2. Laurel Fredeen suggested the township build a cover for the cupola to preserve it. She suggested we contact Chisholm High School's woodworking class to build it.

CORRESPONDENCE:

1. Burning permits can be issued for 3 days from 6pm on the first day to 8am on the last day, when the fires should be out. Burning permits can be obtained from the MN DNR website and residents must call each time they burn.

OLD BUSINESS:

1. Ditching and road repairs started on Krogerus and Latick roads. Starting 6/17/20 the rest of Latick road will be addressed. Next, Long Lake road repairs will be started. Some trucks may need to be used for subcontracting to haul gravel. Ditching will be done after the road repairs.
2. The public boat landing for Long Lake on Centa Road needs some work. The DNR out of Tower, MN has many concrete planks with connectors available to make the boat landing easier to use. The DNR will help load the planks on our vehicles. The planks can be stored in the pit behind the garage until they can be used. Currently, the landing is not deep enough and too weedy. Dredging with a rock base is needed. Permits may be needed from the DNR or the Army Corp. of Engineers.
3. Mileage for elected officers – The resolution for establishing a policy for the compensation and reimbursement of town officers will be redrafted in the mileage area. Either a stipend for mileage per month or actual mileage can be taken, not both, per statute. The clerk will

redraft the document to read that only actual mileage can be taken. **This was motioned by Supervisor Strgar, seconded by Supervisor Tarnowski and passed unanimously to amend the resolution to reflect only actual mileage to be reimbursed.**

4. The new website is in its final stages. Supervisors and elected officials were asked to look at the draft WA Fisher provided and put together some comments or request any changes. The website is scheduled to be live/active on July 1st, 2020.
5. Dave Pajunen and Jackie Fleisher were asked to put a drawing together of how they thought the canister site could be expanded and how to make the site safer for everyone. A cost estimate is needed to include new fencing and a new gate, putting in a new culvert, widening the driveway/road, adding a stop sign on Vlasich road, moving the storage container for fluorescent bulbs by the waste oil area and making traffic go in one direction. This expansion was included in Chisholm's budget for 2020 and in the agreement for shared recycling services with Chisholm.

NEW BUSINESS:

1. The work priority sheet has been updated.

UPCOMING MEETINGS/EVENTS:

1. 6/17/20 – 10 am – Jon Mocol, MATTT assessor, will come to assess Balkan's new and current assets. He will look over our listed property and make suggestions on coverage and replacement values for Balkan's assets.

NEWSLETTERS & MEETING MINUTES:

1. The newsletter draft is done. The clerk will add a mailbox excerpt about clearance and protrusion into the road to the newsletter. The clerk will call on costs to produce and mail the newsletter in color and in black and white.

ADJOURNMENT:

Motion by Supervisor Strgar, supported by Supervisor Tarnowski, to adjourn the meeting. Motion carried. The meeting adjourned at 7:56 PM. The next board meeting will be held at 6:00 PM at the Balkan Community Center on June 30, 2020.

Respectfully Submitted,

Misty Hendrickson, Clerk

(Clerk) Misty Hendrickson

(Board Chair) Brad Strgar