

MINUTES OF THE REGULAR TOWN BOARD MEETING
June 30, 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 6:03 pm.

APPROVAL OF THE MINUTES: After review of the minutes from the June 16, 2020 meeting, a motion was made by Supervisor Strgar, supported by Supervisor Tarnowski to approve the June 16, 2020 meeting minutes. Motion carried unanimously.

FINANCIAL REPORT: Kent Fredeen

Receipts: \$126,138.50			
St Louis County (70% May Appointment)	\$120,165.00	First National Bank – Interest	
Chisholm Canister site (Feb – June)	\$5,520.85	MET June Interest	\$25.29
Life Insurance reimbursed	\$44.99	Community Center June Interest	\$6.55
Garbage tickets sale	\$375.00	Building Projects June Interest	\$0.82

First National Bank - Account Balances	
Checking Account	\$164,634.62
MET (Mining Effects Tax) Account	\$152,837.24
Community Center Account	\$39,582.42
Building Project Account	\$4,953.42
Total	\$362,007.70

Debit Card usage: none

Recommended Transfers: Transfer \$34,861.02 from MET fund (money market fund) to Fire fund, then transfer the same amount to the General fund.

A motion was made by Supervisor Tarnowski and supported by Supervisor VerSteeg to transfer \$34,861.02 from the MET fund to the Fire fund. Motion carried unanimously.

Transfers Completed: none

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 30, 2020, and ordered paid in the amount of \$43,118.17. Motion carried unanimously.

A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to accept the payroll for June 30, 2020 (payroll period 6/14-6/27/20), in the amount of \$9,498.87. Motion carried unanimously.

REPORTS:

1. Clerks Report:

- a. The clerk called Lisa Smith on 6/24/20 to ask if she was interested in the Deputy Clerk position. She accepted the position and will come into the office on Monday July 6th, 2020 to start training and discuss job duties. The clerk suggested Lisa could help with the newsletter, updating the new website, posting on Balkan’s Facebook page, help cleaning out the safe, and possibly help with the elections.
- b. The clerk researched the CARES act grant to local governments. Balkan has 829 people in residence and is eligible to receive \$25 per person totaling \$20,725. This money is to reimburse townships for COVID-19 related expenses. A spreadsheet of expenses will be kept and updated by the clerk. If all of the money is not used for

COVID-19 related expenses, it will be returned by November 10th, 2020. The treasurer plans to transfer the \$20,725 to a money market fund in order to keep track of the money expended and any interest earned on the principle.

- c. Pictures were taken, by Lisa Anderson, of the community center, the canister site, the garage and the pavilion to be uploaded to the new website on 6/19/20.
 - d. The newsletter has been sent to Balkan residents on 6/27/20. Some residents mentioned they did not receive their newsletter in the mail. Fifty-seven newsletters were returned from the post office. Three hundred fifty-five newsletters were printed.
 - e. CTAS 2019 has been transmitted to the Office of the State Auditor on 6/25/20. The beginning balances were changed to reflect the treasurer's correct numbers.
2. Shop & Road Report:
 - a. Roads are being graded regularly
 - b. Calcium chloride has been ordered, spraying will start July 15-16, 2020
 - c. Class 5 used to fill holes on Krogerus, Long Lake, and Country Side Lane roads.
 - d. The road packer has been installed and greased. It will be used on roads this week.
 - e. Gravel was hauled to repair and fill Baich Road.
 - f. All vehicles have been cleaned, serviced, and are ready for their DOT recertification stickers. Jeff Wood, DOT inspector, will have stickers for the vehicles in mid-July.
 3. Community Center Report:
 - a. Dave Pajunen has been sanitizing and cleaning after every use.
 - b. The flowers are beautiful and give the community center a welcoming look.
 - c. Dave Pajunen changed the air and water filters.
 - d. Supervisor Tarnowski called Green Again Spraying to spray for weeds at the community center. This will be done three times, on the company's schedule for approximately \$125 per visit.
 - e. Supervisor Strgar filled in the sink hole by the storage container.
 - f. The sewer line at the Pavilion was backed up. Supervisor Strgar flushed the problem out.
 4. Canister Site Report
 - a. Supervisor VerSteege called Iron Oaks Fencing for a quote on expanding the fencing at the canister site.
 - b. A plan for the expansion is being worked on. The goal is to get one more cardboard container, for the traffic to move in one direction, two more orange containers are needed for garbage and a culvert and the driveway need to be moved to widen the canister site.
 - c. Supervisor Strgar set up a meeting for all canister site employees to talk with John Strukel or Dave Fink about the garbage process on Tuesday, 7/7/20 at 9am.
 - d. For new canister site users, a sign for where to go to put the trash and where to put their recycling is needed.
 5. Other Reports
 - a. Supervisor VerSteege talked to the DNR about a what a permit to replace concrete planks at the Long Lake boat landing would consist of. The DNR agent said we will only be able to go out 30 feet or up to 4 feet in depth for the permit's parameters. The DNR will look it over with Supervisor VerSteege when available.

CONCERNS AND COMMENTS FROM THE AUDIENCE:

1. none

CORRESPONDENCE:

1. MATIT hired EXL Risk Control to valuate Balkan's property. The clerk will call to set up an appointment for the valuation.

OLD BUSINESS:

1. Jon Mocol, MATIT assessor, came to assess our assets for replacement values on 6/18/20. He made many observations and will send us his recommendations for insurance soon.
2. The website is almost ready to launch. WA Fisher will train us to update the website, upload material for the website and show us how to manage the calendars.

NEW BUSINESS:

1. The work priority sheet has been updated.
2. Election judges were approved for 2 hours training, with head judges requiring one additional hour of training. **Supervisor Strgar motioned to approve training for election judges, supported by Supervisor Tarnowski.**
3. Supervisors will approve the election judges once the clerk has compiled an up-dated list.
4. The supervisors approved of sending the CARES Act form in for payment of \$20,725. The treasurer will put that money in a money market fund and transfer money from it to the general fund when money has been expended for any coronavirus related expense.

UPCOMING MEETINGS/EVENTS:

1. July 1st will be St Louis County's annual Hazardous Waste Collections at Balkan canister site.
2. National night out will be held on October 6th, 2020.

NEWSLETTERS & MEETING MINUTES:

1. The Summer newsletter went out 6/27/20 to Balkan residents.

ADJOURNMENT:

Motion by Supervisor VerSteeg, supported by Supervisor Strgar, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 7:47 PM. The next board meeting will be held at 6:00 PM at the Balkan Community Center on July 14, 2020.

Respectfully Submitted,

Misty Hendrickson, Clerk

(Clerk) Misty Hendrickson

(Board Chair) Brad Strgar