

MINUTES OF THE REGULAR TOWN BOARD MEETING
August 13th, 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 – 2 guests

CALL TO ORDER: The meeting was called to order by the Chairman at 6:01 pm.

APPROVAL OF THE MINUTES: After review of the minutes from the July 28, 2020 meeting, a motion was made by Supervisor Strgar, supported by Supervisor VerSteeg to approve the July 28, 2020 meeting minutes. Motion carried unanimously.

FINANCIAL REPORT: Kent Fredeen

Receipts: \$601.23			
		First National Bank – Interest	
Garbage tickets	\$375.00	First National Bank July 2020 interest – MET account	\$24.07
Fax machine use by resident	\$5.00	First National Bank July 2020 interest – Community Center account	\$7.59
Life insurance reimbursed	\$64.44	First National Bank July 2020 interest – Building Projects Account	\$0.95
Community Center Rent	\$100.00	First National Bank July 2020 interest – Checking account	\$24.18

First National Bank - Account Balances	
Checking Account	\$172,831.46
MET (Mining Effects Tax) Account	\$72,104.55
Community Center Account	\$39,590.01
Building Project Account	\$4,954.37
COVID -19 account (restricted)	\$20,725.00
Total	\$310,205.39
Balkan Funds available	\$289,480.39

Debit Card usage: \$45.48 election supplies
 \$212.79 cleaning supplies
 \$258.27 total debit card usage

A motion by Supervisor Strgar and seconded by Supervisor Tarnowski to approve the treasurer’s report as read and corrected. Motion carried unanimously.

Recommended Transfers: \$250.00 from checking to the Community Center account for July 2020 Community Center rent. **A motion to approve the transfer of \$250.00 from the checking account to the Community Center fund was made by Supervisor Strgar and supported by Supervisor Tarnowski. Motion carried unanimously.**

Transfers Completed: \$46,895.74 from the MET account to checking.

Transfer correction of MET and checking accounts from First National Bank – Chisholm: On 7/13/20, a transfer of \$1000.00 was made from checking into the MET account, due to the cancellation of the Chisholm Rec. program. Also, on 7/13/20, a transfer from MET to checking account was supposed to be \$34,861.02, the bank teller gave a receipt for \$3861.02, in error. The treasurer discovered this error, called the bank, went back in to the bank where the teller gave a correcting slip of \$31,000.00. This \$31,000 plus \$3861.02 should be \$34,861.02, the correct amount to transfer. However, bookkeeping at the bank transferred all \$34,861.02 PLUS \$31,000.00 out of the MET account. This error was discovered when the bank statement for the MET account came in. On 8/4/20, a transfer was made of \$31,000.00 from the checking to the MET account for correction.

Breakdown:

6/22/2020	\$152,837.24	June balance
7/13/2020	1,000.00	transfer
7/13/2020	(\$34,861.02)	transfer
7/14/2020	(\$31,000.00)	transfer error
7/27/2020	\$24.07	July 20 interest
7/29/2020	(\$46,895.74)	transfer
8/4/2020	<u>\$31,000.00</u>	transfer correction
balance	\$72,104.55	

A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to approve the bills for payment on August 13th, 2020, and ordered paid in the amount of \$9,029.48. Motion carried unanimously.

A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to accept the payroll for August 13th, 2020 (payroll period 7/26 – 8/8/20), in the amount of \$4,890.58. Motion carried unanimously.

REPORTS:

1. Clerks Report:
 - a. The Primary Election on August 11th, 2020 went well.
 - b. Thank you to all of those who helped prepare for the primary election. Thank you, Dave Pajunen, for cleaning and sanitizing the community center before and after the election.
 - c. The clerk is working on the PERA exclusion reports from 2018 and 2019. Waiting on a password from PERA to enter the reports into their ERIS system, as required by PERA.
 - d. All reporting for the voting equipment grants disbursement has been finalized. Balkan received a disbursement for \$1382.60 on 8/13/20.
 - e. The clerk picked up 50 free masks for the garage/office, and 150 free masks for the election from the Chisholm Chamber of Commerce. Thank you Chamber!
 - f. The newsletter is being planned to be distributed seasonally. New ideas include mentioning absentee voting for the general election in November.
2. Shop & Road Report:
 - a. The Haiskanen Road culverts were installed August 11th-13th.
 - b. The 1979 Ford was readied to pick up the new excavator and trailer on August 6th. A pintle attachment was added to the back of the Ford.
 - c. Long Lake Road will soon be getting ditched/brushed.
 - d. Sever Road will get graded and packed soon.
3. Community Center Report:
 - a. Supervisor Tarnowski reported that Green Again lawn service had been out to the community center to spray around posts and hard-to-reach areas.
4. Canister Site Report
 - a. A new applicant for the canister site, Bill Marino, was approved to be added to the alternate list on 7/28/20. Bill will start training on Monday, August 17th, 2020.
 - b. The garage site culverts were delivered on August 13th. The shop employees will be readying the site for installation of culverts.
 - c. Iron Oaks Fencing will start the fence expansion around the canister site the first week of September.
5. Other Reports
 - a. none

CONCERNS AND COMMENTS FROM THE AUDIENCE:

1. Broadband expansion was discussed. Supervisor Tarnowski talked with Whitney Ridlon about where to start this project. She was told to get the board's support first. Currently the goal for broadband speeds is at 25 to upload, 10 to download. The state goal for 2024 is for speeds of 100 to upload. The second step is to find a new provider company to work with us. There is a state broadband grant available. This will need to be researched.

CORRESPONDENCE:

1. There is a MAT District meeting on August 27th at 6 pm via Zoom videoconference.

2. Bret Alexander contacted Balkan regarding permission to start and end a bike route at the community center. The board unanimously agreed to their use. Balkan asked that once maps (produced by WA Fisher) are designed and made, if we can post that on our website.

OLD BUSINESS:

1. The recently purchased excavator and trailer are at their new home in Balkan. This new equipment will be used for the next three projects.

NEW BUSINESS:

1. The work priority sheet has been updated.
2. Balkan will soon have a new Facebook page.
3. The idea of changing from in-person voting to mail balloting was discussed.

UPCOMING MEETINGS/EVENTS:

1. none

NEWSLETTERS & MEETING MINUTES:

ADJOURNMENT:

Motion by Supervisor VerSteeg, supported by Supervisor Tarnowski, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 7:21 PM. The next board meeting will be held at 6:00 PM at the Balkan Community Center on August 25th, 2020.

Respectfully Submitted,

Misty Hendrickson, Clerk

(Clerk) Misty Hendrickson

(Board Chair) Brad Strgar