

**MINUTES OF THE REGULAR TOWN BOARD MEETING
July 28, 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 – 3 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 July 14, 2020 meeting, a motion was made by Supervisor Tarnowski, supported by Supervisor Strgar to approve the July 14, 2020 meeting minutes. Motion carried unanimously.

FINANCIAL REPORT: Kent Fredeen

Receipts: \$46,669.47		
St Louis County (Oct. 2020 early tax Appointment)	\$23,785.08	First National Bank – Interest
MN Revenue – Town COVID 19 Relief	\$20,725.00	
MN Revenue – Town Aid	\$1,022.50	
City of Chisholm – Canister site agreement for July 2020	\$1,104.17	
Life insurance reimbursed	\$32.72	

First National Bank - Account Balances	
Checking Account	\$180,736.16
MET (Mining Effects Tax) Account	\$117,976.22
Community Center Account	\$39,582.42
Building Project Account	\$4,953.42
Total	\$343,248.22

Debit Card usage: none

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

Recommended Transfers: Transfer \$22,003.74 from MET to Road and Bridge for Chloride application, transfer \$18,892.00 from MET to Road and Bridge for gravel hauling, and transfer \$6,000.00 from MET to Road and Bridge for two 48-inch culverts. The total to transfer from MET to Road and Bridge is \$46,895.74. **A motion to approve the transfer of \$46,895.74 from the MET account to the Road and Bridge fund was made by Supervisor Tarnowski and supported by Supervisor Strgar. Motion carried unanimously.**

Transfers Completed: \$1,000.00 from checking into the MET account (Chisholm Summer Rec. cancelled)

The treasurer recommended the COVID-19 CARES Act money of \$20,725.00 be put into a new money market account. **A motion to approve moving the CARES Act money from checking to a new money market fund in the amount of \$20,725.00 was made by Supervisor Tarnowski and supported by Supervisor VerSteeg. Motion carried unanimously.**

Voided checks for 1/1/2020 – 6/30/2020: check # 61301 dated 1/2/20, check # 61451 dated 3/26/20, check # 61494 dated 4/7/20, check # 61529 dated 4/21/20, check # 61613 dated 6/16/20, check # 61629 dated 6/16/20, check # 61638 dated 6/30/20, check # 61644 dated 6/30/20, check # 61646 dated 6/30/20. Electronic transfer # 20037 dated 5/5/20.

A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to approve the bills for payment on July 28, 2020, and ordered paid in the amount of \$95,886.41. Motion carried unanimously.

A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to accept the payroll for July 28, 2020 (payroll period 7/12 – 7/25/20), in the amount of \$10,822.62. Motion carried

unanimously.

REPORTS:

1. Clerks Report:
 - a. The budget for the deputy clerk's hours per month to be estimated at 20 hours, paid at a rate of \$16.32/hour. **A motion was made to approve 20 hours at \$16.32/hour for the deputy clerk. This motion was made by Supervisor Strgar and supported by Supervisor Tarnowski. Motion passed unanimously.**
 - b. The clerk published a notice of election in the Mesabi Tribune Sunday, July 26th, 2020.
 - c. PERA year-end exclusion reports for 2018 and 2019 have been requested to be turned in. These were not done. The clerk will be working on that soon.
 - d. The state of MN is requesting more reporting for the Voting Equipment Grant (VEGA). The clerk will work on furnishing the state of MN the required reports.
 - e. Three people will be added to the METlife account for life insurance. METlife recently sent Balkan a form to convert the group over to Barnum Financial, a METlife subsidiary.
2. Shop & Road Report:
 - a. All roads have been graded.
 - b. Chloride was sprayed on July 15th and 16th in a reduced amount due to residual saturation from previous years.
 - c. DOT inspections have not happened yet. Jon White, foreman, will check with Jeff Wood to see if he has the stickers yet.
 - d. The 1979 Ford tandem axel is being cleaned up, adding a pintle hitch, and being made road-worthy in order to haul the new trailer and excavator to its new home in Balkan. The new equipment and trailer will be picked up on August 6th. Treasurer Fredeen said the Minutes should reflect that he thought the purchase of the excavator and the trailer was a good decision. He said the equipment will be used for three upcoming projects, Balkan can be autonomous, the excavator can move rocks and it's a sound machine.
 - e. Bill Manney, City of Chisholm Administrator, gave his approval to start the canister site expansion project. Supervisor VerSteege and Jon White will start ordering culverts to install a new driveway for Balkan garage and calling 811 to locate wires before digging. The site has been measured. Balkan will forward copies of paid invoices for reimbursement as they are received by the township.
 - f. The clerk will publish and post Haiskanen Road closing on August 10th – 13th. Also, a flyer will be made to inform the local residents of Haiskanen road closing.
 - g. The supervisors held a 90-day employee review for operator, Steve Johnson, at the community center on July 22nd, 2020 at 6:30 PM and ended at 6:56 PM. Overall, Steve meets and/or exceeds all expectations. He feels he has the tools and resources he needs to do his job.
3. Community Center Report:
 - a. Supervisor VerSteege fixed the urinal in the Men's room and the automatic doors at the community center. Thank you Supervisor VerSteege.
4. Canister Site Report
 - a. A new applicant for the canister site, Bill Marino, was approved to be added to the alternate list. Supervisor VerSteege will call Bill to discuss the position.
5. Other Reports
 - a. none

CONCERNS AND COMMENTS FROM THE AUDIENCE:

1. Laurel Fredeen asked if the property for sale off of HWY 73 near Johnson Road would be a better idea for a new boat landing for Long Lake instead of the current one that needs to be dredged.
2. Jon White gave facts from OSHA about the dangers of wearing a mask.

CORRESPONDENCE:

1. There is a culture/tourism grant available for future projects. A handout was viewed. No comments from anyone.
2. Susan Hoppe called to give a compliment about the new NO TRESPASSING sign Supervisor Strgar installed at the Colombe pit. She has heard many fireworks being set off at the site and was concerned about the garbage that was left there. She also suggested Balkan needs a campground.

OLD BUSINESS:

1. **Supervisor Strgar motioned to order six 4-foot square plexiglass sheets from Range Glass for the elections. This was supported by Supervisor VerSteege. Motion carried.**

2. A complaint was called in about the Long Lake access off of Centa road by a conservation officer. Supervisor VerSteeg talked with the officer about a person that wanted to camp there. There is a no overnight parking sign posted.
3. Jon Mocol, MATTT assessor, sent the current and proposed coverage assessment. The report was viewed by the supervisors. **A motion was made by Supervisor Strgar and supported by Supervisor Tarnowski to change the deductible from \$2500 per occurrence to \$1000 per occurrence with the stipulation to add the recommended items on the proposed coverage.**

NEW BUSINESS:

1. The work priority sheet has been updated.
2. A resolution to approve payment to interested officer, Supervisor Tarnowski, for providing a service for the new website launch. **The motion to approve payment was made by Supervisor Strgar and supported by Supervisor VerSteeg. Motion carried.**
3. **Jon White's vacation approval for August 31st – September 11th, 2020 was motioned for approval by Supervisor Strgar and supported by Supervisor VerSteeg. Motion passed unanimously.**

UPCOMING MEETINGS/EVENTS:

- 1.

NEWSLETTERS & MEETING MINUTES:

ADJOURNMENT:

Motion by Supervisor Tarnowski, supported by Supervisor Strgar, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 7:40 PM. The next board meeting will be held at 6:00 PM at the Balkan Community Center on August 13th, 2020.

Respectfully Submitted,

Misty Hendrickson, Clerk

(Clerk) Misty Hendrickson

(Board Chair) Brad Strgar