

MINUTES OF THE REGULAR TOWN BOARD MEETING
September 8th, 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 6:03 pm.

APPROVAL OF THE MINUTES: After review of the minutes from the August 25th, 2020 meeting, a motion was made by Supervisor Strgar, supported by Supervisor VerSteeg to approve the August 25th, 2020 meeting minutes. Motion carried unanimously.

FINANCIAL REPORT: Kent Fredeen

| Receipts: \$27,730.48 | | | |
|------------------------------------|-------------|---------------------------------------|--------|
| | | First National Bank – Interest | |
| Disparity Reduction Aid | \$26,226.00 | MET – Aug. Interest | \$8.16 |
| City of Chisholm-Service Agreement | \$1,104.17 | Community Center – Aug. Interest | \$4.99 |
| Garbage Tickets sold | \$375.00 | Building Projects – Aug. Interest | \$0.62 |
| | | COVID-19 – Aug. Interest | \$2.38 |
| | | Checking account- Aug. Interest | \$9.16 |
| | | | |

| First National Bank - Account Balances | |
|---|---------------------|
| Checking Account | \$216,693.84 |
| MET (Mining Effects Tax) Account | \$136,720.71 |
| Community Center Account | \$39,845.00 |
| Building Project Account | \$4,954.99 |
| COVID -19 account (restricted) | \$20,727.38 |
| Total | \$418,941.92 |
| Balkan Funds available | \$398,214.54 |

Debit Card usage: Webinar on 9/10/20 Re-organization meeting - \$25.00

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

Transfer completed: \$64,608.00 from checking to the MET account for the second stipend from the Taconite Production tax. \$250.00 was transferred from the checking to the community center account.

Check # 61790 in the amount of \$117.00 was voided due to being a duplicate payment. A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to approve the bills for payment on September 8th, 2020, and ordered paid in the amount of \$7,384.32. Motion carried unanimously.

A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to accept the payroll for September 8th, 2020 (payroll period 8/23-9/5/20), in the amount of \$5,447.77. Motion carried unanimously.

The treasurer was asked by Supervisor Tarnowski to prepare a yearly review summary update on the revenues we have received this year and the revenue that is still expected to come in. The actual revenues received for 2020 as of August 31, 2020, are \$395,717.86. The estimated income due yet this year is \$138,175.00. We are expected to return the COVID-19 money we don’t expect will be used of about \$13,725.00, plus the difference of \$6,375.00 in garbage tickets sold less \$272.00 Balkan’s portion, plus the community center rent of \$1,410.00 less \$560.00 that went back into the community center fund. 2020 estimated receipts \$533,892.86 less \$20,680.83 equals \$513,212.03 income. Funds that are levy-bound are divided as follows: The General fund is 39%, the Road and Bridge fund is 35%, the Capital

Expenditures fund is 13%, the Fire fund is 11%, and the PERA fund is 2%. The treasurer also included a summary of bills by fund for January through August 2020. Capital expenditures amounted to \$72,385.00 this year. \$37,385.00 went to pay for the road packer, \$35,000.00 went to pay for the excavator and the new trailer. Payroll for 2019 amounted to \$129,088.93. Payroll for January through August 2020 amounts to \$121,450.72. Bills for 2019 totaled \$418,084.81 while the bills for January through August 2020 amounted to \$208,205.07. This comparison will help the supervisors make better financial decisions in the future. The treasurer made a suggestion that the 2022 and 2023 levies need to be at \$375,000.00.

REPORTS:

1. Clerks Report:

- a. The clerk sent METlife insurance forms to Supervisors VerSteege and Tarnowski to add them to the life insurance. Also, the clerk sent in hers to METlife. Supervisor Tarnowski declined coverage.
- b. The clerk attended a Zoom meeting for MAT District 10 (St Louis County) annual meeting on 8/27/20. Senator Pete Stauber, James Fisher, David Hann, Representative Eckland from Aurora, Representative Lislegard and Senator Tomassoni were guest speakers. They were all working on bonding bills. The clerk asked about the broadband issue in Balkan. Senator Tomassoni said to email him with the issue and he would look into it. The clerk has not heard back from Senator Tomassoni.
- c. Also, at the MAT District 10 annual meeting, Balkan and many other townships who have not turned in their financial statements in the last three years to the State Auditor were highlighted and chastened. This is not a statute or requirement but they would like to see more townships send in their financial statements to the State Auditor in the future.
- d. The new Balkan Facebook page was attached to the new website's footer on Sept 1st, 2020.
- e. The beginning balances for 2020 CTAS have been updated to the correct amounts per the treasurer's calculations at the end of the year 2019.
- f. The Road and Bridge budget has been entered into CTAS.
- g. The clerk asked the correct protocol for when residents call the office to inform us of storm damage or road issues. She was told to put a note on the foreman's desk and also inform a supervisor of the call.

2. Shop & Road Report:

- a. The new driveway has been the main focus of work for the Balkan employees for the preceding two weeks.
- b. In the last two weeks, some washouts were filled in. Storms have caused washouts and trees down on many roads.
- c. 9/3/20 – Markers were put on culverts for Spring preparations.
- d. Garage employees will get ready for the new culvert that will be installed on Vlasich Road for the canister site expansion.
- e. The door on the back-garage needs fixing and re-hanging, due to past damage.

3. Community Center Report:

- a. Supervisor Strgar turned on the propane to heat the Community Center for a few more weeks until October.

4. Canister Site Report

- a. Getting the site ready to have the fence taken down on September 15th when the fencing company is expected.
- b. The power to the canister site warm-up shack will be terminated then re-installed in the new area where the shack will go after Sept. 15th.
- c. Supervisor Strgar called Mid-State to pick up the tires at the canister site. They are planning on Monday, Sept. 14th, 8 a.m., to pick up the tires.

5. Other Reports

- a. Colombe pit's NO TRESPASSING rope sign has been taken down. Supervisor Strgar recommends fabricating a donated gate to fit the driveway to the Colombe pit.
- b. Supervisor Strgar called Bob Brown, the Fire and Ambulance chief in Chisholm, to ask about the dry hydrants in Balkan Township. Mr. Brown said the dry hydrants improve their ISO rating for certification because other water sources such as dry hydrants improve the response rate and likelihood of managing the fire. Mr. Brown said the Fire protection rate will not be changing for 2021.
- c. The supervisors suggested the clerk to look into grant funding availability for fixing dry hydrants. The dry hydrant along Long Lake Road has about 1-2 inches of water in it. It is an 8000-gallon tank. Supervisor Strgar will call Xerxes Company to ask about a patch kit or if they have a repair crew to come out and look at the tank.

CONCERNS AND COMMENTS FROM THE AUDIENCE:

- 1. none

CORRESPONDENCE:

- 1. A letter came in the mail letting us know the Taconite Municipal Aid will be received on 9/15/20 in the amount of \$19,060.00.

OLD BUSINESS:

- 1. The yearly review summary updated by the treasurer was very helpful to the supervisors.

NEW BUSINESS:

- 1. The work priority sheet has been updated.
- 2. The application for snow plowing 2020-2021 has been updated. The supervisors discussed keeping the fee of \$300 the same for this coming season. However, they will revisit this subject next spring to assess if the rate is covering costs. The snow plow application will be sent out with the next newsletter.
- 3. St Louis County rock crushing for 2021 was discussed. The application is due October 23,2020. Supervisor Strgar thinks we can make it with our current material through 2022.
- 4. The township COVID-19 preparedness plan was discussed. MAT has a customizable plan.
- 5. National Night Out on October 6th, 2020 has been cancelled this year due to the COVID-19 pandemic.
- 6. Community Center occupancy levels have been increased to 45-50 people allowed inside. This would be 25% of max occupancy.
- 7. Saturdays at the canister site have been especially busy this year. William Marino is planning on helping Dave Pajunen on Saturdays to keep current with the position. This has been approved by the supervisors.

UPCOMING MEETINGS/EVENTS:

- 1. MAT webinar for the Reorganization Meeting is scheduled for Sept. 10th, 2020. The treasurer and clerk will attend.

NEWSLETTERS & MEETING MINUTES:

- 1. Ideas for the newsletter: the new website and what can be found on it, New Facebook page link on the website, and mailbox heights.

ADJOURNMENT:

Motion by Supervisor Strgar, supported by Supervisor VerSteeg, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 8:17 PM. The next board meeting will be held at 6:00 PM at the Balkan Community Center on September 22nd, 2020.

Respectfully Submitted,

Misty Hendrickson, Clerk

(Clerk) Misty Hendrickson

(Board Chair) Brad Strgar