

**MINUTES OF THE REGULAR TOWN BOARD MEETING
November 17th, 2020, 6:00 PM at the Balkan Community Center**

In attendance: Chairman – Brad Strgar
Supervisor – 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 6:02 pm.

APPROVAL OF THE MINUTES: After review of the minutes from the November 5th, 2020 meeting, a motion was made by Supervisor Tarnowski, supported by Supervisor VerSteeg to approve the November 5th, 2020 meeting minutes. Motion carried unanimously.

FINANCIAL REPORT: Kent Fredeen

Receipts: \$21,079.01			
Revenues:		First National Bank – Interest	
Snow plowing 2020-2021	\$20,400.00	FNB-C checking October 2020 interest	\$7.78
L&L Rental returned items	\$598.51		
Community Center rent	\$40.00		
Life insurance reimbursed	\$32.72		

First National Bank - Account Balances	
Checking Account	\$152,836.07
MET (Mining Effects Tax) Account	\$136,755.84
Community Center Account	\$40,585.34
Building Project Account	\$4,956.27
COVID -19 account – Balkan’s money	\$5,099.95
Total	\$340,233.47

Debit Card usage: none

Voided checks: #61910 to L&L Rentals and #61928 to Ron Hindsley

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

Transfer completed: Transferred \$290.00 from checking to the community center account for October 2020 rent. Transferred \$15,632.80 from the COVID-19 account to the checking to return the unused portion (\$10,632.80) of the CARES act money to St Louis County.

Recommended transfers: none

A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to approve the bills for payment on November 17th, 2020, and ordered paid in the amount of \$2,414.68. Motion carried unanimously.

A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to accept the payroll for November 17th, 2020 (payroll period 11/1-11/14/2020), in the amount of \$11,054.56, which includes the election judge payroll. Motion carried unanimously.

REPORTS:

1. Clerks Report:

- a. The clerk had a COVID-19 scare last week. She went to Duluth to get the saliva test to test for COVID. The test came back negative in 36 hours.
- b. The Fire Protection invoice for November was requested from Chisholm but not received in time for the meeting. This will be paid after it is received.
- c. The clerk called Bark Design on Monday, November 16th to ask about adding a patch to the canister site hours banner to reflect the new 7:30 am opening. He said

he would look at the sign on Wednesday, November 18th, to get an idea of what needs to be done.

2. Shop & Road Report:

- a. Employees investigated roads for trees downed due to high winds. Krogerus road had trees on the road, which were removed.
- b. Baich, Krogerus, Cooper and Long Lake roads were graded on November 2nd- 4th.
- c. Supervisor VerSteege and employee – Johnson graded Colombe, Vlasich, Franti, Frider, Tomsich, Briski, Latick, Johnson, Salonen, Nettle and Smolcich roads on November 5th. On November 6th, they graded Long Lake, Krogerus, North Long Lake, the fire trail, Sever, Haiskanen, Cemetery, Pozar and Cooper hill. Great job, guys!
- d. On November 9th, Supervisor VerSteege and employee Johnson blasted a beaver dam on Pozar road and then dug out the culvert. Supervisor VerSteege has an explosives license.
- e. November 10th, Krogerus, Latick, Cooper, Long Lake, Pozar, Laitala and Salo roads were graded.
- f. Snow plowing was done on November 11th to all Balkan roads. Driveways were plowed on the 12th and 13th. Employee Johnson was trained on plowing driveways. Foreman White and employee Johnson talked with many residents on their routes and discussed plans for plowing.
- g. Supervisor VerSteege said the employees are working on the brusher adding a tiger boom. They pulled off the tops of some old dumpsters to repurpose to furniture canisters.
- h. Foreman White asked the supervisors if they can keep the picks on one grader for winter, to ensure grooves when the roads become icy. The supervisors approved keeping the picks on one grader for winter.
- i. New carbide blades, that were ordered by a former employee, to reduce wear on the center of the blades was discussed. H&L said they should not be used for gravel. Supervisor Strgar suggested keeping them to use in the spring as an alternative to using the picks.

3. Community Center Report

- a. Due to the most recent Governor's executive order, parties at the community center will be limited to 10 people made up of three households. Judy Briski will be called to let her know the Balkan Bazaar should be cancelled. Karen Pender will be called to inform her of the new guidelines for the community center through the third week in December.

4. Canister Site Report

- a. Dave said a new canister for cardboard is needed. However, we probably won't get one any time soon.
- b. Some containers were moved around. The blue canisters were pulled out away from the fence.
- c. Supervisor Strgar said he called Ron Marinario to discuss more canisters, however, his call was not returned.

5. Other Reports

CONCERNS AND COMMENTS FROM THE AUDIENCE: none

CORRESPONDENCE:

OLD BUSINESS:

1. Balkan's part-time truck drivers list was updated.
2. Supervisors Strgar and VerSteege priced a 24 inch, electric-start, 10-HP snowblower for the canister site. They received a quote for \$999.00. **Supervisor Tarnowski made a motion to approve purchase of a new snowblower. This was supported by Supervisor VerSteege and passed unanimously.** Mining Effects Tax money will be used to finance this purchase.
3. The Balkan Employee Handbook was discussed. Some changes need to be made to the handbook. This will be handled via email to finalize before the next meeting on December 1st. Current employees will receive the new handbook with their checks. These need to be acknowledged with a signature that the employee read and has a copy of the handbook. The signed signature page will be added to the employee's employment file. The handbook will be effective immediately.
4. An outdoor sign was approved for purchase in the Spring of 2020. However, there was some question about where to put the new sign – at the community center or at the garage. Since we cannot install it until next year, the board decided to wait until spring of 2021 to revisit this subject.
5. Compensatory time was discussed. The treasurer called PERA to ask how they want to handle reporting of comp. time. Only full-time employees that bank comp. time have to be

transmitted to PERA. It was suggested the clerk call Lucinda Messman, MAT trainer, to see how other townships handle comp. time.

NEW BUSINESS:

1. The work priority sheet has not changed.
2. Employee Johnson asked about purchasing the old, rusty sand screen in the pit behind the garage. It is not worth much, but the supervisors will research on how to “sell” the sand screen. There are rules for government entities restricting selling government assets.

UPCOMING MEETINGS/EVENTS:

NEWSLETTERS & MEETING MINUTES:

ADJOURNMENT:

Motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 7:25 PM. The next board meeting will be held at 6:00 PM at the Balkan Community Center on December 1st, 2020.

Respectfully Submitted,

Misty Hendrickson, Clerk

(Clerk) Misty Hendrickson

(Board Chair) Brad Strgar