

MINUTES OF THE REGULAR TOWN BOARD MEETING
February 9th, 2021, 6:00 PM at the Balkan Community Center

In attendance: Chairman – Brad Strgar
 Supervisor – Jennifer Tarnowski
 Clerk – Misty Hendrickson
 Treasurer – Kent Fredeen
 Visitors – 3 guests

Absent: Supervisor – Dirk VerSteege

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 board meeting on January 26th, 2021 meeting, a motion was made by Supervisor Tarnowski, supported by Supervisor Strgar to approve the January 26th, 2021 meeting minutes. Motion carried unanimously.

FINANCIAL REPORT: Kent Fredeen

Receipts: \$1,846.01			
Revenues:		First National Bank – Interest	
City of Chisholm – Recycling agreement	\$1300.00	FNB-C MET Jan. 2021 interest	\$15.63
Garbage coupons sold	\$375.00	FNB-C Community Center Jan. 2021 interest	\$4.67
Community Center rent	\$115.00	FNB-C Capital Expenditures Jan. 2021 interest	\$0.57
Community Center garbage for rental	\$25.00	FNB-C COVID-19 Jan. 2021 interest	\$0.59
		FNB-C Checking account Jan. 2021 interest	\$9.55

First National Bank - Account Balances	
Checking Account	\$185,676.62
MET (Mining Effects Tax) Account	\$135,807.80
Community Center Account	\$40,680.50
Building Project Account	\$4,958.12
COVID -19 account	\$5,103.29
Total	\$372,266.33

Debit Card usage: Chisholm Post office box rental for 2021 - \$140.00

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

Transfers completed: none

Recommended transfers: \$465.00 from checking to Community Center account for January and Feb. 4th, 2021 Community Center rent. **A motion was made by Supervisor Tarnowski to allow transfer of \$465.00 from the checking into the community center money market fund. This was supported by Supervisor Strgar and passed unanimously.**

A motion by Supervisor Tarnowski, supported by Supervisor Strgar, to approve the bills for payment on February 9th, 2021, and ordered paid in the amount of \$7,109.53. Motion carried unanimously.

A motion by Supervisor Tarnowski, supported by Supervisor Strgar, to accept the payroll for February 9th, 2021 (payroll period January 24th – February 6th, 2021), in the amount of \$5,497.81. Motion carried unanimously.

The treasurer, Kent Fredeen, reported the levy breakdown for 2020 and the suggested levy breakdown for 2021, for comparison. He suggested the levy increase of \$6,000.00 for 2021 be allocated to the road and bridge fund due to the extra employee hired in the amount of \$4,800.00. The fire protection contract increased in 2021. The increase in expense for fire protection warrants part of the increased levy by put in the fire fund for \$1200.00. The general fund was suggested to allocate revenue by 38% of the levy, the road and bridge fund 36% of the levy, the capital expenditures fund 13% of the levy, the fire fund 11% of the levy and the PERA fund at 2% of the levy. This follows the tradition of allocating revenue by levy percentages.

The treasurer also reported that Balkan will be receiving the Gas Tax revenue which should be around \$20,000.00 soon. This revenue must go into the road and bridge fund. In February or March, Balkan will receive the Mining Effects Tax stipend. In June, Balkan will receive about 70% of the property tax apportionment revenue from the May 15th half-year collection.

REPORTS:

1. Clerks Report:

- a. The clerk has been working on the Township election planning. The judges have been selected along with the absentee board of judges. Linda Salo will be the head judge. The other judges will be Joleen Hendrickson, Joann Zgonc, Linda Sutton, Gloria Godec and Carol Sever. The absentee board will consist of Amy Tanko and Lisa Smith.
- b. Preparations are being done for the board of audit scheduled for February 16th, 2021.

2. Shop & Road Report:

- a. Roads and driveways were plowed Jan. 24th and 25th after the snow fall.
- b. Cooper road was brush cut on Jan. 26th and Jan. 28th. Tire chains were installed on the “H” grader.
- c. Two signs were made for the cardboard canisters to hang on.
- d. On Jan. 26th, workers removed old hinges from the new dump box. On Jan. 27th, the dump box was air-chiseled to clear it of the black top built up under the gate.
- e. Intersections on both the east and west sides were sanded.
- f. The tractor with the mower was greased on Jan. 27th.
- g. The shop benches were cleaned off, the floors swept, supplies were restocked, trash, cardboard and scrap metal were removed from the garage on Jan. 27th.
- h. The roads were inspected on Jan. 28th. Latick, Cooper, Salonen, Briski, Pozar and Vlasich roads were surface graded to remove some washboard areas on Jan. 28th and 29th.
- i. Baich road was brush cut on Jan. 29th.

- j. All roads, the garage yards and the canister site were plowed on Feb. 1st. The doors and sidewalks were shoveled out. The canister site and the intersection of Vlasich and Highway 73 was sanded.
 - k. The community center and driveways were plowed on Feb. 2nd.
 - l. The cardboard canisters were zip-tied closed, so they can't be filled until picked up. The township's canister was moved to the back "yard" February 4th.
 - m. Shop maintenance and equipment maintenance was performed on the T-26 and T-24. The T-26 was greased and fluids were checked. A leaky hydraulic line and front lift chain was repaired Feb. 3rd.
 - n. The chainsaw was brought to L&L Rental for repair three times. The first two times are no charge.
 - o. Baich Road was brush-cut Feb. 5th.
 - p. The spill shield on the dump box was repaired. The hoist saddle on the T-20 (yellow tandem) was worked on.
3. Community Center Report
- a. Due to the governor's executive order, most rentals at the community center have been put on hold indefinitely. Two small groups are allowed to meet.
4. Canister Site Report
- a. Dave Pajunen has been training Bryce Urich, the new canister site attendant, this week. Dave asked if he could work with Bryce for Bryce's first week "alone". This was approved by the supervisors.
5. Other Reports
- a. Dominic Ludwig came to the office to report slick intersections in Balkan.
 - b. Kent Fredeen mentioned a big bump on the Briski Road. He asked if an orange cone can be placed there to warn motorists of the bump.

CONCERNS AND COMMENTS FROM THE AUDIENCE: none

CORRESPONDENCE:

1. The LBAE meeting is scheduled for April 29th, 2021 at 6-7 pm at the community center.
2. The state of Minnesota reclassified a tax forfeit property as "non-conservation" parcels and sent a letter to Balkan asking if there was any issue with the reclassification. The board of supervisors did not have any issue with the reclassification. Nothing further is needed.
3. A letter from the City of Chisholm Parks and Recreation department asking for support for the Chisholm Summer Recreation Program for 2021. **Supervisor Tarnowski motioned to donate \$1,000.00 to the Summer Rec. Program. This was supported by Supervisor Strgar and passed.**
4. The date for one pancake feed in July was changed to July 31st, 2021, due to a potential community center rental conflict. The paperwork and payment will be sent out promptly. The clerk was asked to contact Ann Palmquist and let her know about the date change.
5. A letter was received from Carlton County Soil Improvement Program informing Balkan that Jeremy Erspamer applied for their program to increase the pH levels at 6266 Long Lake Road. Wood ash or lime will be used to increase the pH levels at that property for agricultural reasons.

OLD BUSINESS:

1. The Canister site contract with the City of Chisholm for shared services needed signatures. Supervisor Strgar and the clerk signed the contract. One copy will be sent back to Chisholm, as requested.
2. The cancellation letter for Waste Management was reviewed. The wording will need to be updated. The clerk will send this cancellation notice in July.

3. The one-year employee review was rescheduled for March 2nd at 6 pm. Supervisor VerSteege and the employee will be asked if that works for them. If not, an alternate date of March 1st will be suggested.
4. Supervisor Tarnowski had postcards for the Annual Meeting and the Broadband survey made by Express Print in Hibbing. The postcards will be sent to residents about two weeks before the annual meeting. Supervisor Tarnowski suggested WA Fisher build a “bubble” on the home page of Balkan’s website so residents taking the survey will only have to click once. She will let the clerk know when the “bubble” is ready.
5. At the January 26th, 2021 board meeting, the foreman proposed a quote from Newman signs listing the signs that are needed in Balkan. The sign quote was under \$5,000.00. Labor and materials for installation was estimated at \$20/sq. ft., which roughly works out to be \$7,815.00. **Supervisor Tarnowski motioned to pay and order the signs from Newman signs not to exceed \$15,000.00. This motion was supported by Supervisor Strgar and passed.** Supervisor Strgar will call Frank Sever, Sign Supervisor for St Louis County to finalize the project.

NEW BUSINESS:

1. The work priority sheet has been updated.
2. **A resolution to appoint election judges for the Township election March 9th, 2021 was made by Supervisor Strgar. This was supported by Supervisor Tarnowski and passed.** A copy of the resolution will be kept in the office.
3. Full-time employees’ cost for medical coverage went up by \$60 per employee per month.
4. The Annual meeting preparations were discussed. A list of proposed projects, handouts for significant expenses, and the annual review summary is needed for the Annual meeting.

UPCOMING MEETINGS/EVENTS:

1. Board of Audit – February 16th, 2021 at 6PM at the garage/office.

NEWSLETTERS & MEETING MINUTES:

ADJOURNMENT:

Motion by Supervisor Tarnowski, supported by Supervisor Strgar, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 7:52 PM. The next board meeting will be held at 6:00 PM at the Balkan Community Center on February 23rd, 2021.

Respectfully Submitted,

Misty Hendrickson, Clerk

(Clerk) Misty Hendrickson

(Board Chair) Brad Strgar