

MINUTES OF THE REGULAR TOWN BOARD MEETING
June 1st, 2021, 6:00 PM at the Balkan Community Center

In attendance: Chairman – Brad Strgar
 Supervisor – Jennifer Tarnowski
 Supervisor – Dirk VerSteeg
 Treasurer - Kent Fredeen
 Clerk – Misty Hendrickson
 Visitors – 6 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 board meeting on May 18th, 2021, a motion was made by Supervisor Tarnowski, supported by Supervisor VerSteeg to approve the May 18th, 2021 meeting minutes. Motion carried unanimously.

FINANCIAL REPORT: Kent Fredeen

Receipts: \$2,705.48			
Revenues:		First National Bank – Interest	
City of Chisholm Canister agreement – June 2021	\$ 1,300.00	FNB-C May 2021 MET Interest	\$19.12
Canister site tickets sold	\$ 750.00	FNB-C May 2021 Community Center Interest	\$4.91
Community Center Rent	\$ 100.00	FNB-C May 2021 Capital Expenditures Interest	\$0.57
Community Center Deposit	\$100.00	FNB-C May 2021 COVID-19 Interest	\$0.59
Pancake Feed Proceeds	\$399.29		
Pancake Feed Donations	\$31.00		

First National Bank - Account Balances	
Checking Account	\$93,085.43
MET (Mining Effects Tax) Account	\$166,201.00
Community Center Account	\$43,645.77
Building Project Account	\$4,960.54
COVID -19 account	\$5,105.79
Total	\$312,998.53

Debit Card usage: \$89.51 Staples: for ink, copy paper and canister site hole-punchers (2)

Supervisor Tarnowski moved to approve the treasurer’s report as read. This was supported by Supervisor VerSteeg. Motion carried unanimously.

Transfers completed: none

Recommended transfers: \$205.71 from checking to the community center account. Included in the \$205.71 is the May community center rent of \$440.00, the net proceeds from the pancake feed of \$334.71, \$31.00 of donations at the pancake feed, *less* a cancelled community center rental of \$600.00. A motion was made by Supervisor Strgar and supported by Supervisor VerSteeg to approve the transfer from checking to the community center account.

The treasurer provided a summary of the pancake breakfast costs and net profit. The net profit from the pancake feed was \$334.71.

A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to approve the bills for payment on June 1st, 2021, and ordered paid in the amount of \$3,193.37. Motion carried unanimously.

A motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to accept the payroll for June 1st, 2021 (payroll period May 16th – May 29th, 2021), in the amount of \$5,408.49. Motion carried unanimously.

REPORTS:

1. **Clerks Report: Misty Hendrickson**
 - a. There was a personnel/reorganization meeting on May 25th, 2021 at 6 PM at the community center. The supervisors believe some restructuring of the policies and the organization should be done. Supervisors Strgar, Tarnowski and VerSteeg were in attendance along with the clerk. The meeting was adjourned at 7:36 PM.
 - b. The clerk gave a blank spreadsheet to Jon White to compile chemicals/products used in the garage in order to produce Safety Data Sheets (SDS) on May 19th, 2021.
 - c. There have been many updates and guidance for the American Rescue Plan money that is coming in June 2021. The clerk has read them all and will continue to get guidance where available.
 - d. The clerk applied for the FLUXX system for IRRRB grant applications and Balkan is registered.
2. **Shop & Road Report:**
 - a. The west routes and Colombe Road were graded May 17th, 2021.
 - b. The air cleaner on the grader (G-43) was changed out. The grader was greased and thirty picks were changed on the blade.
 - c. After the fire at the canister site on May 18th, the fire pile was cleaned up, the waste oil container was pressure washed. Also, the other grader (G-45) was pressure washed. Class five was added to the canister site, graded, packed and leveled to improve drainage. The main driveway at the garage was graded and rocks were picked.
 - d. The new box for the International was prepped for installation on May 20th, 2021. The flat plates over the frame rails were installed, the hoist was installed, new pressure hoses, hinges, and drilled holes in frame for brake alignment.
 - e. The township pick up was serviced and washed on May 21st, 2021.
 - f. Hinges were welded on the dump truck and the tailgate was installed.
 - g. Baich Road was graded on May 24th, 2021.

- h. More work was done on the dump truck. The air gate, safety cable and safety bar were installed on May 24th, 2021.
 - i. The west routes were graded on May 25th, 2021.
 - j. A tree was removed from Latick Road due to high winds on May 26th, 2021. All routes were checked and the debris cleaned up.
 - k. The east roads were graded on May 27th, 2021.
 - l. Johnson Road was graded on May 28th, 2021.
 - m. The lawn was mowed and weed-whacked at the garage on May 26th, 2021.
 - n. Ten-hour days were approved for the Road and Bridge employees from May 31st to September 2nd, 2021. One employee will work Monday through Thursday and the other employee will work Tuesday through Friday for coverage.
 - o. Gravel lifts are being planned before the calcium chloride for dust control is sprayed.
 - p. John Chuk's culvert will need to be called in for locating wires underground. This will be done by the foreman. Supervisor VerSteeg said the project is ready.
 - q. **A motion was made by Supervisor Tarnowski to order two sets of picks for the graders. This was supported by Supervisor VerSteeg and passed unanimously.**
 - r. The foreman will research a used, complete mirror bracket for the International for purchase.
3. Community Center Report
- a. The pavilion has a leaky sink that will need fixing.
 - b. The men's room fluorescent light bulbs need replacing in the pavilion. Jeff Hendrickson will look at it.
4. Canister Site Report
- a. The garbage canisters are full after Memorial Day. Supervisor Strgar called St Louis County Environmental services to request a container for the hazardous household waste. The Supervisor has also asked for an additional container for Balkan's site.
 - b. The Hazardous Household Waste pamphlets, provided by St Louis County, will be handed out at the canister site the last two weeks of June. The HHW collection date will be at Balkan from 10 AM to 1 PM on July 7th, 2021.
5. Other Reports
- a. Supervisor Strgar has identified a new possible site for the Long Lake boat landing on North Long Lake Road. He talked with a resident about making that area a new boat landing. Updates will be forthcoming.
 - b. A supervisor will purchase a grease gun to grease the mowers.

CONCERNS AND COMMENTS FROM THE AUDIENCE:

CORRESPONDENCE: none

OLD BUSINESS:

1. The conditional use permit through St Louis County may not be needed. Balkan will hold off on filling out the conditional use permit. The gravel license with Hibbing Taconite should suffice for the crushing project. Balkan will wait to hear from Ulland about crushing this year.
2. Sod and gravel from the snowplowing season has built up at the community center and at the garage. This will need to be cleaned up in order to mow.
3. This is a reminder to get a drawing for the oil/water separator project from Charlie Leustek. The Township will need to get another bid/estimate for the job since the estimate jumped to over \$35,000.00.
4. Since the township hasn't heard from St Louis County about the bid for calcium chloride, Supervisor Strgar will call Ben Crosby, at Edward's oil, to ask about specifics. The issue will be tabled until the next meeting on June 15th, 2021.

NEW BUSINESS:

1. The work priority sheet has been updated.
2. A new adding machine is needed for the treasurer. Supervisor Strgar approved the purchase.
3. The treasurer believes the time book used by the employees should reflect how the employees are paid. It was resolved by the treasurer, clerk and the foreman to add a row stating compensation time used and a row that has compensation time earned.
4. The organization restructuring letter to Dan Manick was revised by Supervisor Tarnowski and read aloud at the meeting. There will be a review of policies and procedures and changes made to the employee handbook.
5. It was suggested by Supervisor Tarnowski that Balkan should try to get a front-page ad in the Chisholm Tribune to advertise going to our website to complete the broadband survey.

UPCOMING MEETINGS/EVENTS:

1. Bonfire at the community center – June 5th at 7 pm.
2. Pancake breakfast – June 26th, 2021 830am to 11am
3. SLC’s Household Hazardous Waste collection at the Balkan site July 7th, 2021

NEWSLETTERS & MEETING MINUTES:

ADJOURNMENT:

Motion by Supervisor Tarnowski, supported by Supervisor VerSteeg, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 7:54 PM. The next board meeting will be held at 6:00 PM at the Balkan Community Center on June 15th, 2021.

Respectfully Submitted,

Misty Hendrickson, Clerk

(Clerk) Misty Hendrickson

(Board Chair) Brad Strgar