

**MINUTES OF THE REORGANIZATION TOWN BOARD MEETING**  
**April 3rd, 2024 6:00 PM at the Balkan Community Center**

In attendance: Chairman – Brad Strgar  
 Supervisor - Dirk VerSteeg  
 Supervisor - Garth Wilson  
 Treasurer – Shari Fisher  
 Clerk – Misty Hendrickson  
 Visitors – 3 guests

**CALL TO ORDER:** The meeting was called to order by the Chairman at 6:02 pm.

**APPROVAL OF THE MINUTES:**

- After reviewing the minutes from the regular board meeting for **March 20th, 2024**, a motion was made by **Supervisor VerSteeg**, supported by **Supervisor Wilson**, to approve the regular board meeting minutes **March 20th, 2024**. Motion passed.

**FINANCIAL REPORT:** Shari Fisher

<b>Receipts: \$ 3,484.07</b>			
<b>Revenues:</b>		<b>First National Bank – Interest</b>	
Community Center rent	\$325.00	FNB-C March 2024 MET interest	\$4.83
Community Center garbage fee	\$ 25.00	FNB-C March 2024 Community Center interest	\$51.47
Life Insurance reimbursement	\$12.27	FNB-C March 2024 Capital Expenditures interest	\$0.96
MN FEMA Disaster Assistance	\$2,927.48	FNB-C March 2024 COVID-19/ARPA interest	\$42.71
		FNB-C March 2024 checking account interest	\$94.35

<b>First National Bank - Account Balances</b>	
Checking Account	<b>\$348,620.66</b>
MET (Mining Effects Tax) Account	\$ 2,545.17
Community Center Account	\$ 58,454.87
Building Project Account	\$ 1,082.33
COVID -19 account	\$ 48,068.23
<b>Total</b>	<b>\$458,771.26</b>

**A motion was made by Supervisor VerSteeg to approve the treasurer’s report as read. This was supported by Supervisor Wilson and passed.**

**Debit Card usage:**

1. \$99.90 to Amazon for triplicate receipt books
2. \$199.99 at Lowes for an office vacuum cleaner
3. \$239.00 at Lowes for the community center spray faucet

**Voided Receipts:** none

**Voided checks :** none

**Recommended Transfers:**

1. A transfer of \$239.00 from the community center fund to checking for the community center's new spray faucet was recommended. **A motion to approve the transfer was made by Supervisor VerSteeg, supported by Supervisor Wilson, and passed unanimously.**

**Transfers completed :**

1. A transfer of \$208.28 from checking to the community center fund pie social net amount from 3/16/24 was completed.
2. A transfer of \$665.00 from checking to the Community center account for community center rent from 2/20/2024 to 3/18/24 was completed.
3. A transfer of \$1,500.00 from the MET fund to the checking for 2024 Chisholm Summer Recreation Program was completed.

A motion was made by Supervisor Wilson, supported by Supervisor VerSteeg, to approve the bills for payment on April 3rd, 2024, and ordered paid in the amount of \$5,984.87. Motion carried unanimously.

A motion by Supervisor Wilson, supported by Supervisor VerSteeg, to accept the payroll for April 3rd, 2024 (payroll period March 17th, 2024, to March 30<sup>th</sup>, 2024) , in the amount of \$4,661.38. Motion carried unanimously.

A motion was made by Supervisor VerSteeg, supported by Supervisor Wilson, to adjourn the regular board meeting. This motion passed unanimously.

The **REORGANIZATION MEETING** was called to order by the chairman, Supervisor Strgar.

1. The Oath of Office was recited by the re-elected Supervisor Brad Strgar.
2. The Oath of Office was recited by the re-elected Clerk, Misty Hendrickson.
3. The Oath of Office was recited by the re-appointed Deputy Clerk, Linda Sutton.

A motion to appoint the Chairman Brad Strgar was made by Supervisor Wilson, supported by Supervisor VerSteeg. Motion passed.

A motion to appoint the Vice-Chair Garth Wilson was made by Supervisor Strgar, supported by Supervisor Wilson and passed.

A motion to designate the official publication for Balkan Township as the Mesabi Tribune, Chisholm Section was made by Supervisor Strgar, supported by Supervisor Wilson, and passed unanimously.

A motion to appoint the First National Bank of Chisholm as the town's official depository was made by Supervisor Strgar, supported by Supervisor Wilson, and passed unanimously.

A motion was made by Supervisor Strgar, supported by Supervisor Wilson, to appoint the posting places: Lucky Seven in Chisholm, the canister site posting box and the posting box at the community center as the official posting places. This motion passed unanimously.

A motion was made to designate the board liaisons for:

1. The motion was made by Supervisor Wilson, supported by Supervisor VerSteeg, to appoint Supervisor Strgar as the Garage and Shop liaison for the township. Motion passed.
2. The motion was made by Supervisor Strgar, supported by Supervisor Wilson, to appoint Supervisor VerSteeg as the Road liaison for the township. Motion passed.
3. The motion was made by Supervisor Strgar, supported by Supervisor VerSteeg, to appoint Supervisor Wilson as the Community Center liaison for the township. Motion passed.

A motion was made by Supervisor Strgar, supported by Supervisor Wilson, to accept the Fire Protection and EMS resolution made at the annual meeting. This motion passed unanimously.

A motion was made by Supervisor Strgar, supported by Supervisor Wilson, to accept the 2025 tax levy resolution with no change from the 2024 tax levy amount that was made at the annual meeting.

#### REPORTS:

1. Clerks Report: Misty Hendrickson
  - a. The clerk took a call from Richard from Postal One (USPS) on March 27<sup>th</sup>, 2024, to inform her they now offer Intelligent Mail Small Business Tool (IMSB) to save the marketing mail fee of \$320 per year. The clerk will investigate these savings for the next newsletter that is posted.
  - b. Chisholm garbage collection was passing out a form and letter recently door-to-door explaining the garbage service offered to Balkan residents. Balkan has recently had some inquiries regarding garbage service to residents.
  - c. The treasurer and clerk had a phone conference with Iron Range Computers Services to wrap up a billing issue. Also, they asked IRCS about fixing the One Drive to update the files the clerk and treasurer can share. If that doesn't work, they will ask them about networking the computers. This meeting will take place in May 2024.
2. Shop & Road Report:
  - a. March 18<sup>th</sup>, Latick, Salonen, Tolonen and Krogerus Roads were chipped with the chipper rented from Chisholm.
  - b. March 19<sup>th</sup> the 1979 Ford Tandem Axle was worked on. Parts were found in Hibbing for the project. Two tires were brought to Iron Range Tire.
  - c. More maintenance and repair work were done on the 1979 Ford Tandem on March 20<sup>th</sup>.
  - d. March 21<sup>st</sup>, the 1979 Ford Tandem was DOT'd.
  - e. Plowing equipment was readied for the impending snowstorm on March 22<sup>nd</sup>.
  - f. Tolonen Road was brushed on March 25<sup>th</sup>. The employee helped Supervisor VerSteeg with the door issues at the community center.
  - g. Snow was plowed on March 26<sup>th</sup>, 27<sup>th</sup>, and 28<sup>th</sup> on all roads and driveways.
  - h. After some discussion on pricing, a new cutting edge is needed for the 2018 International Plow truck. **A motion was made by Supervisor Strgar, supported by Supervisor Wilson, to purchase a new carbide cutting edge. This motion passed unanimously.**
  - i. A front steer axle tire is needed for the Ford tandem axle plow truck. It will be purchased from Iron Range Tire for around \$300.
  - j. One grader is down. An in-house fix will be done instead of calling Ziegler's to fix it. The operator and Supervisor VerSteeg believe they know how to fix it.

- k. Tires for the tractor/mower are needed this year. They will have to be purchased at Pomp's Tire and be installed by them.
3. Community Center Report:
    - a. The new clock is up in the meeting room at the community center.
    - b. Soap dispensers will need to be installed in the men's bathroom at the community center. This doesn't need to be done quickly, as the caretaker has more bottled liquid soap to use up.
    - c. The new spray faucet was purchased by Supervisor VerSteege and installed by Supervisor Wilson in the community center's kitchen.
  4. Canister Site Report:
    - a. Dave Pajunen asked Supervisor VerSteege to move the metal washers away from the metal container for easier access for folks to get to the metal recycling area.

The Other Reports: none

**CONCERNS AND COMMENTS FROM THE AUDIENCE:**

1. none

**CORRESPONDENCE:**

1. On March 21<sup>st</sup>, 2024, HSEM and FEMA closed out the Balkan flood damage account for 2023. The last two payments were received, totaling \$2,927.48.
2. March 27<sup>th</sup>, 2024, St Louis County Bridge inspections unit sent a letter of bridge inspections for Balkan Township. All bridges are in good working order. The bridges are inspected every other year.

**OLD BUSINESS:**

1. Supervisor VerSteege checked on the 2025-2026 tabs that should be on the 2000 International Plow truck. He picked up the tabs/registrations on Monday, April 1<sup>st</sup>, 2024.
2. Supervisor VerSteege will check on the AED machines at the Hibbing Fire Department.

**NEW BUSINESS:**

1. The work priority sheets were provided for the supervisors and reviewed.
2. An employee's sick leave was approved by Supervisor VerSteege.
3. The city of Chisholm sent Balkan Township an update on the Red Head Trail Expansion planned. They value the Balkan Board's opinion on the expansion. The map and letter were reviewed.

**UPCOMING MEETINGS/EVENTS:**

1. April 13<sup>th</sup>, 2024, Spring Fling Dance 8pm-12 midnight
2. Pancake Breakfast – April 20<sup>th</sup>, 2024, 8:30am – 11am
3. The Local Board of Appeal and Equalization will be held April 25<sup>th</sup>, 2024, from 6-7 pm at the Balkan Community Center.

**NEWSLETTERS & MEETING MINUTES:**

**ADJOURNMENT:**

**A motion was made by Supervisor VerSteege, supported by Supervisor Wilson, to adjourn the meeting. Motion carried unanimously. The meeting was adjourned at 6:58 PM. The next board meeting will be held at 6:00 PM at the Balkan Community Center on April 17th, 2024.**

Respectfully Submitted,

Misty Hendrickson, Clerk

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(Clerk) Misty Hendrickson

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(Board Chair) Brad Strgar

