

**MINUTES OF THE REGULAR TOWN BOARD MEETING**  
**November 27th, 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 – 4 guests

**CALL TO ORDER:** The meeting was called to order by the Chairman at 6:01 pm.

**APPROVAL OF THE MINUTES:**

- After reviewing the minutes from the regular board meeting for **November 13th, 2024**, a motion was made by **Supervisor VerSteeg**, supported by **Supervisor Strgar**, to approve the regular board meeting minutes from **November 13th, 2024**. Motion passed unanimously.

**FINANCIAL REPORT:** Shari Fisher

<b>Receipts: \$26,090.00</b>		
<b>Revenues:</b>		<b>First National Bank – Interest</b>
Canister Site coupons	\$ 500.00	
Community Center rent	\$ 355.00	
Community Center garbage fee	\$ 25.00	
Pie Social proceeds	\$ 360.00	
Snowplowing 2024-2025	\$24,850.00	

<b>First National Bank - Account Balances</b>	
Checking Account	<b>\$266,142.53</b>
MET (Mining Effects Tax) Account	\$ 27,026.88
Community Center Account	\$ 62,526.12
Building Project Account	\$ 1,088.99
COVID -19 account	\$ 45,352.92
<b>Total</b>	<b>\$402,137.44</b>

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

**Debit Card usage:**

1. \$30.98 to Rubber Stamp Warehouse – for the notary public stamp
2. \$114.99 to Amazon for disposable coveralls (25 pair)

**Voided Receipts:** none

**Voided checks:** none

**Recommended Transfers:**

1. A transfer of \$181.43 for Pie social proceeds (11/16/24) from checking to the community center fund was recommended. **A motion to approve the transfer was made by Supervisor VerSteeg, supported by Supervisor Wilson, and passed unanimously.**
2. A transfer of \$905.00 for community center rent for 10/29/24 – 11/25/24 from checking to the community center fund was recommended. **A motion to approve the transfer was made by Supervisor VerSteeg, supported by Supervisor Wilson, and passed unanimously.**
3. A transfer of \$155.95 for the community center popcorn kit from Sullivans and changing 6–20-amp switches at the community center from North American Electric from the community center fund to checking was recommended. **A motion to approve the transfer was made by Supervisor VerSteeg, supported by Supervisor Wilson, and passed unanimously.**

**Transfers completed:**

1. The transfer of \$24.68 from the community center account to the checking for the community center paper towels was completed.

**A motion was made by Supervisor Wilson, supported by Supervisor Strgar, to approve the bills for payment on November 27th, 2024, and ordered paid in the amount of \$10,589.83. Motion carried unanimously.**

**A motion was made by Supervisor Wilson, supported by Supervisor VerSteeg, to approve the regular payroll for November 27th, 2024 (payroll period November 10<sup>th</sup>, 2024, to November 23<sup>rd</sup>, 2024), in the amount of \$9,284.52. Motion carried unanimously.**

**REPORTS:**

1. Clerks Report: Misty Hendrickson
  - a. The clerk has been putting all the time she can on the FEMA project. Some preliminary numbers show to be about \$120k.
  - b. Balkan Primary Purpose Group dropped off their annual contract for updating and approval for 2025. **A motion was made by Supervisor Strgar, supported by Supervisor VerSteeg, to approve the contract with no changes to the monthly amount of \$15. Motion passed.**
2. Shop & Road Report:
  - a. Class five was hauled to Baich, Hyvarinen and Briski Roads on Nov. 13<sup>th</sup>, then graded.
  - b. A stockpile of class five was brought to the shop yard on Nov. 14<sup>th</sup>. Class five was hauled to Baich Road also.
  - c. The wing was installed on the grader on Nov. 15<sup>th</sup>. A culvert end was crushed. The simple fix was to cut off the end that was crushed. Class five was put on the canister site road. Long Lake Road was graded. Parts were procured in Hibbing.
  - d. Baich, Cooper and Salonen Roads were graded on Nov. 18<sup>th</sup>.
  - e. Repair work was done on the grader on Nov. 19<sup>th</sup>. The crew drove to Hibbing Taconite to get tailings, but no one was there. A huge tree was removed from Baich Road.
  - f. A felled tree was cut up on Salonen Road on November 20<sup>th</sup>. Hoses were picked up at Zieglers and Northern Engine. Work was done to the Sterling Truck.
  - g. New hoses were installed on the grader on Nov. 21<sup>st</sup>. The front nose plow cylinder was taken apart for repair on the grader.
  - h. The plow mount on the 2018 International Truck was welded, then washed. A wing was put on the truck and greased. The 2012 Ford F-350 was washed.

- i. The boiler in the garage isn't working. Anderson Plumbing is on the job.
  - j. There was discussion regarding purchasing forklift attachments for the skid steer and all the uses Balkan would use these forklift attachments for. **A motion was made by Supervisor Strgar, supported by Supervisor Wilson, to approve purchasing forklift attachments from Skid Pro for approximately \$945. This motion passed unanimously.**
  - k. Supervisor Strgar presented a scarifier bit to Supervisor VerSteeg for his opinion on using for the graders. These bits are from Superior Rock Bit Co. and could be ordered for a possibly cheaper price.
  - l. The sander on the 2018 International Truck isn't working properly. Some investigative work will be done to find the cause of the problem.
3. Community Center Report:
- a. The planter pots in front of the community center will get some holiday cheer in the form of decorations done by Supervisor Wilson. **A motion was made to approve dressing up the planter pots in front of the community center by Supervisor Strgar, supported by Supervisor VerSteeg for approximately \$150.00. This motion passed unanimously.**
  - b. The soap dispensers need to be installed at the community center.
  - c. A new wall oven set will be purchased for the community center using Black Friday sales.
  - d. Supervisor Strgar talked with John Radotich about the playground set that will be installed next year. Mr. Radotich offered to donate labor and equipment to help install the new playground sets for the kids. Very kind.
4. Canister Site Report:
- a. Dave P. asked Supervisor VerSteeg to fix the fence where someone threw garbage bags over the top of the fence.
5. Other Reports:
- a. Deb VerSteeg, activity director, gave a summary of the pie social from November 16<sup>th</sup>, 2024. The profit is good, but the fellowship is better.
  - b. Deb VerSteeg presented the budget for the upcoming Christmas Open House on Dec. 8<sup>th</sup>, 2024, from 1-3pm. She asked for a budget of \$600.00. **A motion was made by Supervisor Strgar, supported by Supervisor Wilson, to approve the budget of \$600.00 for the Christmas party. This motion passed unanimously.** The planning committee will meet Monday, Dec. 2<sup>nd</sup>, 2024, at 3:30pm at the community center.

**CONCERNS AND COMMENTS FROM THE AUDIENCE:**

- 1. none

**CORRESPONDENCE:**

- 1. The Chisholm ambulance director sent the October call for the board to review. There was only one call in October. This was reviewed.
- 2. JNR Adjustment company, a claims administrator, sent a claim to Balkan Township regarding a culvert replacement where the phone line went through the culvert and CenturyLink wishes to recoup some damages to their line. Balkan will fight this charge instead of submitting it to the insurance company as this was not Balkan's fault, but it was Century Link's fault. The clerk called JNR to let them know the damage wasn't Balkan's fault. The clerk was asked to write an email to MAT attorneys asking for their insight into this claim.

**OLD BUSINESS:**

1. The process for employees using Earned Sick and Safe Time was discussed. A pink sheet with pertinent information will be provided to employees for using the ESST and signing for it on a pink sheet.

**NEW BUSINESS:**

1. The work priority sheets were provided for the supervisors and reviewed.
  - a. Get ready for an upcoming snowstorm.
  - b. Plow roads and driveways when snow comes.
  - c. Put wings on trucks and graders then rearrange the garage to make room for the equipment.
  - d. Touch up roads before winter.
  - e. Haul tailings from Hib. Tac.
  - f. Service equipment as needed.
  - g. When time permits, change the box on the International.
  - h. Clean up shop as time allows.
  - i. Clean up the south side of building for storing trucks in winter.
2. A resident requested Balkan Township remove a stop sign on the Long Lake Road and Latick Road intersection going north as not too many people stop at that stop sign anyway. After some discussion about this problem, it was decided to contact St Louis County to ask for additional Stop Ahead signs to put there to prevent people from running that stop sign. The clerk will call the resident to explain what the board decided.

**UPCOMING MEETINGS/EVENTS:**

**NEWSLETTERS & MEETING MINUTES:**

**ADJOURNMENT:**

**A motion was made by Supervisor Strgar, supported by Supervisor Wilson, to adjourn the meeting. Motion carried unanimously. The meeting was adjourned at 7:21 PM. The next board meeting will be held at 6:00 PM at the Balkan Community Center on December 11th, 2024.**

Respectfully Submitted,

Misty Hendrickson, Clerk

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(Clerk) Misty Hendrickson

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(Board Chair) Brad Strgar