

**MINUTES OF THE REGULAR TOWN BOARD MEETING**  
**December 11th, 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 6:00 pm.

**APPROVAL OF THE MINUTES:**

- After reviewing the minutes from the regular board meeting for **November 27th, 2024**, a motion was made by **Supervisor VerSteeg**, supported by **Supervisor Wilson**, to approve the regular board meeting minutes from **November 27th, 2024**. Motion passed unanimously.

**FINANCIAL REPORT:** Shari Fisher

<b>Receipts: \$113,788.74</b>			
<b>Revenues:</b>		<b>First National Bank – Interest</b>	
Canister Site coupons	\$ 500.00		
Community Center rent	\$ 275.00	FNB-C MET interest – Nov. 2024	\$23.27
Community Center Rent (returnable)	\$ 250.00	FNB-C Comm. Center interest – Nov. 2024	\$53.87
City of Chisholm Canister site agreement – Dec. 2024	\$ 1,709.07	FNB-C Cap. Exp. interest – Nov. 2024	\$0.94
St Louis County Tax Apportionment – October 2024	\$105,703.53	FNB-C C-19/ARPA interest – Nov. 2024	\$39.04
Snowplowing 2024-2025	\$ 1,050.00	FNB-C Checking account interest – Nov. 2024	\$68.31
Misc – Leustek Sand and Gravel- 2190 cy @ \$1.50 per cy	\$ 3,285.00		

<b>First National Bank - Account Balances</b>	
Checking Account	<b>\$363,049.63</b>
MET (Mining Effects Tax) Account	\$ 27,050.15
Community Center Account	\$ 63,510.47
Building Project Account	\$ 1,089.93
COVID -19 account	\$ 45,391.96
<b>Total</b>	<b>\$500,092.14</b>

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

**Debit Card usage:**

1. \$70.95 to Accurate Diesel for O-rings

**Voided Receipts:** none

**Voided checks:** none

**Recommended Transfers:**

1. A transfer of \$181.28 from the community center fund to checking for the Christmas party expenses was recommended. **A motion to approve the transfer was made by Supervisor Wilson, supported by Supervisor VerSteeg, and passed unanimously.**
2. A transfer of \$600.00 from the COVID19/ARPA fund to checking for Angela Tresemer's Exercise class from 9/3/24 – 11/26/24 was recommended. **A motion to approve the transfer was made by Supervisor Wilson, supported by Supervisor VerSteeg, and passed unanimously.**
3. A transfer of \$3,691.25 from the community center fund to checking for the dumping of the c.c. garbage canister, the Whirlpool wall oven plus installation and a 5-year warranty, and to Anderson Plumbing for the three water closets and toilet seats was recommended. **A motion to approve the transfer was made by Supervisor Wilson, supported by Supervisor VerSteeg, and passed unanimously.**

**Transfers completed:**

1. The transfer of \$181.43 for Pie social proceeds (11/16/24) from checking to the community center fund was completed.
2. The transfer of \$905.00 for community center rent for 10/29/24 – 11/25/24 from checking to the community center fund was completed.
3. The 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 completed.

**A motion was made by Supervisor Wilson, supported by Supervisor VerSteeg, to approve the bills for payment on December 11th, 2024, and ordered paid in the amount of \$11,191.75.**

**Motion carried unanimously.**

**A motion was made by Supervisor Wilson, supported by Supervisor VerSteeg, to approve the regular payroll for December 11th, 2024 (payroll period November 24th, 2024 to December 7<sup>th</sup>, 2024), in the amount of \$4,606.32. Motion carried unanimously.**

**REPORTS:**

1. Clerks Report: Misty Hendrickson
  - a. The fitness class on Tuesdays has started taking attendants' One Pass and Silver Sneakers numbers for credit to off-set Balkan's bill for the class.
  - b. The clerk posted the filing for candidacy at all locations except Lucky Seven in Chisholm due to the locks being frozen there. The canister site posting box is taking in water and needs repairs.
  - c. The Facebook Administrator, Amy Tanko, asked if she could have a little fun naming Balkan's trucks, like MNDOT does. The supervisors did not support this.
  - d. A resident came into the office to complain about the job the snowplow did on her driveway. She asked to cancel her service. The board felt like she should get a refund on her snowplowing fee. **A motion was made by Supervisor Strgar, supported by Supervisor VerSteeg, to make a refund of \$350 to the resident with apologies. This motion passed unanimously.**

- e. Another resident's son came to ask about the snowplowing service his mom paid for. He snowplowed for his mom on Tuesday before the road crew could get there. It was explained to the resident's son the township will start doing the driveways after the roads are snowplowed.
2. Shop & Road Report:
- a. The wing and sander were installed on the 2018 International Plow truck on Nov. 25<sup>th</sup>.
  - b. The township roads were snowplowed on Nov. 26<sup>th</sup>.
  - c. Maintenance was done on the 2018 International on Nov 27<sup>th</sup>. The Landa culvert steamer was loaded up to get fixed by Dakota Fluid Company. The graders' wind brackets were brought inside. The camera on the skid steer was fixed. Equipment was rearranged.
  - d. Snow was plowed on Dec. 2<sup>nd</sup>.
  - e. A supply run was done on Dec. 3<sup>rd</sup> to Auto Value. The plow was put on the 2018 International. The shop was cleaned up. Beaver screens were pulled out on Korpi Road due to freezing.
  - f. Roads were snowplowed on Dec. 4<sup>th</sup>.
  - g. A new hose for the Sterling Truck wing was found at Applied in Hibbing.
  - h. Snow was plowed on Dec. 5<sup>th</sup>.
  - i. The wing was attached to the grader on Dec. 6<sup>th</sup>.
  - j. Maintenance work was done to the 1999 International and the grader on Dec. 6<sup>th</sup>.
  - k. Fuel was delivered Tuesday, Dec. 10<sup>th</sup>, 2024.
  - l. Some assembly was needed for the new skid steer's forks. These forks will be installed on the skid steer after assembly.
  - m. Chains have been put on the graders and trucks.
  - n. The county needs to tell their drivers to turn around in the first driveway on Kirk Road.
3. Community Center Report:
- a. The sign was changed to announce the Age-Friendly Information Station meeting on Friday, Dec. 13<sup>th</sup> from 11am to 12:30pm.
  - b. The soap dispensers have been installed in the bathrooms.
4. Canister Site Report:
- a. The scrap iron hasn't been picked up in a while.
  - b. A row of black bins makes it hard to snowplow the canister site and will be removed until needed again.
5. Other Reports:
- a. Deb VerSteeg, activity director, reported on the Christmas Open House Party on December 8<sup>th</sup> from 1-3 pm. The party cost Balkan only \$181.28 thanks to the volunteers making a couple dozen cookies each for the party. There weren't too many people who attended due to the weather.
  - b. Jeff Hendrickson offered to bring the leftover candy bags to the Food Shelf.
  - c. A general laborer was asked to shovel snow at the community center on Mondays, Tuesdays and Wednesdays for the daytime classes. Keys will be provided to the general laborer.
  - d. A supervisor asked if Balkan can get a credit card for town board approved purchases with a higher credit limit.

**CONCERNS AND COMMENTS FROM THE AUDIENCE:**

- 1. none

**CORRESPONDENCE:**

- 1. none

**OLD BUSINESS:**

1. none

**NEW BUSINESS:**

1. The work priority sheets were provided for the supervisors and reviewed.
  - a. Plow roads and driveways when snow comes.
  - b. Plow driveways if needed.
  - c. Service equipment as needed.
  - d. When time permits, change the box on the International.
  - e. Clean up shop as time allows.
  - f. Clean up the south side of building for storing trucks in winter.
2. The board meeting dates for 2025 were presented to the supervisors for approval. **A motion was made to approve the board meeting dates for 2025 by Supervisor Strgar, supported by Supervisor Wilson, and passed unanimously.**

**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 7:00 PM. The next board meeting will be held at 6:00 PM at the Balkan Community Center on December 26th, 2024.**

Respectfully Submitted,

Misty Hendrickson, Clerk

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(Clerk) Misty Hendrickson

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(Board Chair) Brad Strgar