REGULAR MEETING
February 14, 2018 at 7:30pm
Minutes

Attendance were: Jim Kelley, Ken Haubrich, Peggy Clayton, Mike Schack, Dennis Kortekaas, Becky Adams, Cari Alleman.

1. **Pledge to the flag**, followed by the reading of the township mission statement

2. **Approve the Minutes** of the Regular Meeting January 10, work session January 22. Motion to approve the minutes made by Kortekaas seconded by Clayton passed by all.

3. **Additions and Corrections-** see additions below…

4. **Business from the floor-** Please come up to the podium and state your name and address for the record

5. **Consent Agenda**

6. **Roads**
   - Wagon Wheel Sign bids- $413.41, we found out who is responsible for the damage so we will send the bids to the insurance company. Motion to submit the bids to the insurance company made by Haubrich seconded by Schack, two in packet, we should get the cost of Derrick picking up the damage. Passed by all.
   - Nothing new in report on the road report. Humps on Sunny Beach Road are there and should go down as the frost goes out of the ground. Trees need to be taken down on some roads in the township. We will take care of those next week.

7. **Recreation**
   - Rink Attendant status- one rink attendant quit and the others were able to pick up the extra shifts. Hopefully pick up when it gets warmer.
   - Trails Task Force- Trails are in good shape, not groomed south of town due to lack of snow, north is good, and cross country ski trails are groomed. They are collecting data when you have your phone on you, they are not being used up here yet, but they are in other areas of the state. If you don't want to be tracked when you are out there please shut off your phone. You can go night skiing up on the scenic trails. We had 3 Olympic athletes training at Mount Itasca this year. Fat tire race out at Forest history center. There is also snow shoeing at the Forest History Center.

8. **Correspondence**
   - Letter from MNDOT- response to letter to the change of the Comp Plan.

9. **Old Business**
   - Budget Work session- Motion to have the budget meeting on Monday Feb 26, 5 pm, **Service center** made by Kelley seconded by Haubrich passed by all. Motion to add Annual Meeting to the agenda to Feb 26 work session made by Kelley seconded by Clayton passed by all.
   - Audit Work session, Annual report motion to have work session on the agenda for the Feb 26 work session, immediately following the budget meeting made by Kelley seconded by Clayton passed by all.
   - Duties pay requests clerk work session, Bills and packet- Motion to have work session on March 14 at 6 pm at the town hall made by Clayton seconded by Schack, passed by all.
   - Bills- duties, copying all the bills and lot of the bills are the same, phone, gas, utility bills, do we really need those in the packet every month, it takes all a lot of time and ink and paper. Haubrich, not for this… it would be the utility bills, a lot of pages for the same things. Will talk about at the work session in March.
   - Kati Pay request- Becky, in conversation about Kati getting paid, conversation to go back going back to statute to pay both… goes back to Michelle and do we do deputy clerk or assistant, statute 367.12. The MAT handbook recommends not paying both clerk and deputy

to do the same work, but there is not a statues that says that. When new clerk was elected the old clerk appointed as an assistant to help train new clerk. We want the deputy to know everything the clerk does, so in case of absence or disability the deputy can come in and do what needs to be done. It wasn't ever the intent not to pay Kati, but wanted to make sure they were doing what they are supposed to do. Motion to pay Kati and discussion further at work session on March 14. Total dollar amount was $196.40. It was for the training, work session, office time, office website, admin policy. Discussion to review this at the work session on March 14, made by Clayton seconded by Haubrich passed by all.

- Clerk Training- Never made it to the training, both classes were full.
- Cemetery Policy Monuments ordered online- **Add to cemetery policy. Dec 13 minutes.**

10. New Business

- Resolution option- conflict of interest for supervisors- Motion to have clerk do the resolutions made by Clayton seconded by Haubrich passed by all.
- Fire Contract- $79,964. July and December are when we have to pay them. Motion to accept the contract made by Clayton seconded by Kortekaas. Roll call: Mike, Peggy, Ken, Dennis, Jim, passed by all.
- First Call for Help- was asking for a donation, we can't under state statue.
- Bid request form for "mowing"- Clayton typed it up, if it sounds good and put on the agenda for the P & D meeting. They did a great job.
- Property on Hale Lake- Parcel on Hale Lake that is tax forfeit on East end of the lake and potential to put in a boat landing. County hasn't taken any action, Roger from the county was looking to see if there is an interest. The County is looking for guidance from the town board to see if they have any preference. Comes down to the number to see who is for and against it. Board would like to look at it, and bring it up to the public. There is an easement through the property. Will re-look at the P & D meeting.
- Count Committee Workshop 2020 Census- brought up at Itasca Association meeting, How to census from start to finish. This is something we should go to, and urged to go, and township will be contacted to be part of the count committee. The closest meeting will be in Mountain Iron on March 21 9:30 – 4, free of charge but registration is strongly suggested. Someone should go. Kelley would like to go, but is up for re-election in 2018. Clayton will go, Kortekaas will also attend. Motion to have Clayton and Kortekaas to attend made by Kelley seconded by Haubrich passed by all.
- Elections- update on upcoming election. Already working on it and reading through the new laws that pertain to elections.
- Annual Meeting posting with alternate date- Posted on March 7 and 11 in newspaper, 8:15 pm March 13, back up date would be March 20. Motion to advertise in the paper for the annual meeting made by Kelley seconded by Clayton passed by all. It will also be on Facebook.
- Bid from A-1 Concrete to fix Maintenance floor- FYI for budgeting purposes.
- Optional Township Government Plans- with Becky retiring form the board; the need to start talking about alternatives has come up. Appoint the clerk and treasurer, opens the pool for the potential to save money if we combine the two positions, we have to wait until the clerk is up for election, Option C Town Administrator, some things that would be efficiencies, should be discussed. Under the law we have put it on the ballot, and we can do that by motion or resolution. We need to decide before the 74 day rule. Table to the P & D meeting to see if they want to put it on the agenda for the annual meeting. Motion to table made by Clayton seconded Schack passed by all.
    - Option B- Appoint Clerk/Treasurer
    - Option C- Appoint Town Administrator
    - Option D- Combine Clerk & Treasurer

11. Treasurer's Report – dated February 14, January financials, 2018- so you know January will adjust once the audit is done. You do have the bill list, added the check for Kati, adjusted some of the tax

amounts, bill list total $31,004.05. Haubrich would like to comment, that the pay requests were great and thank you Becky for revising them and sending them out, great job.

12. Approve payment of bills for the month- motion to pay the bills made by Kelley seconded Clayton, passed by all. Motion to sign checks numbered 17786-17815 made by Clayton seconded by Haubrich passed by all.

13. Public Input *(please limit comments to 5 minutes)* please come up to the podium and state your name and address for the record

14. UPCOMING Events / Meetings

Wed. Feb 28. Planning and Development meeting..... 7:30 pm Harris Town Hall
Mon. Mar. 12 Itasca County Township Association.....7:00 pm Blandin Foundation
Wed Mar. 14 Regular Meeting.....7:30pm Harris Town Hall

15. Adjourn Motion to adjourn made by Clayton seconded by Haubrich passed by all.

Submitted by Cari Ann Alleman, Clerk

Cari