

ALBORN TOWNSHIP

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July 2, 2018

The meeting was called to order at 7:00 pm by Chairperson Dale Larson. Present were Greta Klassen, Dale Larson, and Mike Schwartz, Supervisors; Amanda Ellefson, Clerk; Ronda Bernard, Deputy Clerk; Christine Wolvin, Treasurer; Linsey Larson, Deputy Treasurer; John Wolvin, Kurt Johnson, and Jim Olcott.

Greta made a motion to approve the June 4, 2018 Regular Meeting Minutes. Mike seconded the motion and it passed unanimously with corrections.

Greta made a motion to approve the June 11, 2018 SSD Meeting Minutes. Mike seconded the motion and it passed unanimously with corrections.

Greta made a motion to approve the June 26, 2018 SSD Meeting Minutes. Mike seconded the motion and it passed unanimously with corrections.

TREASURER'S REPORT

Christine read the Treasurer's Report. Greta made a motion to approve the Treasurer's Report. Mike seconded the motion and it passed unanimously. Christine explained the deposit of 70% of the first half of the tax payment.

CLAIMS

Amanda read the Claims List. Greta made a motion to pay the bills, including PERA. Mike seconded the motion and it passed unanimously. The Board approved the 2019 calendar donation to the Fire Department for \$200.00.

E-MAILS/CORRESPONDENCE

St. Louis County Land Use Plan – discussion on attending the July 19 meeting. Dale indicated that he may attend the meeting. No other Board members were interested.

SSD

John read the SSD report. 200,028 total gallons pumped through the month of June, with an average of 7,144 gallons per day (based on 28-day cycle). On June 5, John worked with MSA taking video of the system. John changed a filter at 9204 and it has been fine since. On June 24, People Service conducted a drawdown test. On the 21st, John pulled pumps with People Service.

John asked for clarification on insulating the clean out pipe at the Matisen property. People Service suggested raising the pipe and insulating it, so the Board suggested reaching out to Jay for guidance.

People Service sent an email indicating that they would be able to facilitate organizing land use permits and construction activities within the Aerie Lake SSD at a standard admin billing rate.

Discussion regarding the process for reviewing and approving building permits within the SSD. Dale made a motion, with Mike's approval, the engineer may sign building permits. Greta seconded the motion and it passed unanimously.

The Board reviewed the email from Virta regarding easement encroachment on SSD properties. Mike will work with Virta to have him draft both the revocable consent and easement encroachment consent letters. Dale recommends having the easement encroachment consent letters recorded to avoid losing them with Township Board turnover over the years.

Dale made a motion to hold an SSD meeting on August 21, 2018 at 1:00 at the Alborn Community Center. Greta seconded the motion and it passed unanimously. Mike will contact People Service and Christine will have revenue and disbursements. Board members will send agenda items to the Clerk before the meeting.

FIRE DEPARTMENT

Discussion on adjusting the cameras.

Discussion on transfer of paperwork from the Township to the Fire Department, as the Fire Chief office has moved. Christine will look for a low profile locking box to hang on the wall for the Clerk to put papers in for the Fire Department. The fire chief will have access to this box.

Discussion on the heater in the bathroom and ensuring that it is working properly. Additionally, the Board should be receiving paperwork on any work completed on the heater. Greta will inquire into this with Greg.

Discussion on maintaining the fire extinguishers. Fire extinguishers should be checked monthly by maintenance personnel and yearly by a trained professional. The Board determined that the monthly checks will be conducted by the Township maintenance person. Dale made a motion to have a contract with a company to have the fire extinguishers checked yearly. Greta seconded the motion and it passed unanimously.

Dale has not yet installed an alarm for the holding tank.

COMMUNITY CENTER

The Board has received an offer for the Old Town Hall from Rodda. Mike made a motion to approve Bob Rodda's offer of \$280 for the Old Town Hall building and to follow the guidelines set forth. Dale seconded the motion and it passed unanimously. Dale will work with Bob Rodda on the specifics. Greta will have Paul make 2 keys for the small garage between the fire hall and community center. He will get a key to the ball club so they can begin moving their equipment.

Mike contacted Frontier and received confirmation that the Community Center and the Fire Hall are set up for auto renew every year. Mike has received email confirmation supporting this auto renew.

The Board has received a letter of interest for the maintenance position. Discussion on posting the position in the paper so interested parties may apply. Mike made a motion to place an ad in the paper

for interested parties to submit a letter of interest for the hourly head maintenance position. Dale seconded the motion. Discussion on submitting a resume. The Board determined that they would be able to ask specific questions after receiving the letters of interest. The motion passed unanimously.

Kurt Johnson suggested a program through Minnesota Power on grants for LED lighting. The Board is interested in this program. Dale will call Minnesota Power to inquire into the program.

Dale talked to Scott Morse about the Crow's Nest on the Announcer Booth. Scott indicated that they will fix it, as they will need this for the upcoming Little League Tournament.

Discussion on improving the park has been tabled.

Dale is still in the process of contacting the attorney regarding the Berlin's property.

ROAD AND BRIDGES

Dale replied to Ardelle regarding the tree damage on Aerie Lake Road to meet her but has not received a response to set up a time to meet.

Dale looked at the proposed road work with Rodda. Rodda estimated \$5500 to do ditching and replace culvert on Austin Road. Near the Eagle's Club, the suggestion is to put in a culvert and do ditching to help with drainage. The culvert could come between the township road and Maple Lane or put across the road to Camp Smith. Rodda estimated \$4500 for this work. Aerie Lake Road needs ditching and culvert replacement by Johannason's to Olcott's which he estimated to be \$5500. The work on Eire Road includes widening the road and cutting into the hill and is estimated to be \$5000. Dale suggested starting with the Aerie Lake Road, Eagle's Club, and driveway culvert on Austin Road work and see how much this work comes to before moving on to the additional work. Greta made a motion to do the work on Aerie Lake Road, Eagle's Club, and driveway culvert on Austin Road. Mike seconded the motion and it passed unanimously.

Dale will have information on gravel at the next month's meeting.

Dale went to look at the holes at the railroad track on Ostman road. He will have rocks put into the holes to fill them up.

Dale is still working on the new driveway, without a culvert, on the Eagles Club road.

OLD BUSINESS

Dale contacted Steve Fenske with questions regarding citizens in attendance approaching the Board after the meeting is adjourned and reimbursement for individuals hired for work that are not employees. Steve suggested adding time at the end of the meeting for public comment to encourage individuals to approach the Board and to educate those in attendance that the Board may only be addressed while in session. As for the individuals hired for work, the suggestions included a short-term hire for specific work or to have a form filled out for short-term work.

NEW BUSINESS

Dale made a motion to approve Resolution 07222018, including wages of \$15 an hour for Election Judges and \$16 an hour for the Head Election Judge. Greta seconded the motion and it passed unanimously.

Greta made a motion to approve Resolution 06232018 for donation to the community center. Mike seconded the motion and it passed unanimously.

Greta made a motion to move the November 5 Regular Meeting to November 13 with Canvass Board at 6:00 and Regular Meeting at 7:00. Mike seconded the motion and it passed unanimously.

Greta made a motion to have a Reorganizational Continuation Meeting on July 23, 2018 at 7:00. Mike seconded the motion and it passed unanimously.

Greta made a motion to adjourn. Mike seconded the motion and it passed unanimously. Meeting adjourned at 10:00pm.

Respectfully submitted,

Amanda Ellefson

UNOFFICIAL