

MINUTES

**Town of New Independence
Board of Supervisors' Meeting
New Independence Town Hall
May 8, 2017**

Chairman: Kurt Johnson
Vice Chairman: Jon Olson
Supervisor: Mike Ruhland
Treasurer: Peter Olson
Clerk: Sandra Lee Olson

Chair Kurt Johnson called the monthly Board of Supervisors' Meeting to order at 7:00 pm. And noted that the following officers were present: Supervisors Kurt Johnson and Mike Ruhland; and Clerk Sandra Lee Olson. Supervisor Jon Olson notified the Board at the April meeting that he would not be at the May meeting. Treasurer Peter Olson arrived after the meeting was in session.

Following the Pledge of Allegiance, Mike Ruhland made a motion to accept the agenda with the noted change in order. Kurt Johnson seconded the motion, which passed with a unanimous vote in favor of accepting the agenda. The order of the agenda was in order so Greta Klassen, Supervisor from Alborn, could address the New Independence Board of Supervisors. Alborn was also meeting, and she needed to attend that meeting as soon as she completed her discussion with the New Independence Board.

Greta Klassen requested that New Independence and Alborn meet to discuss the fire contract between the two townships. She suggested several dates that would be possible. Kurt Johnson expressed concern that if the purpose of the meeting is to change the ratio paid by each township, he was not in favor of meeting. However, if Alborn wanted to meet and continue with the current 60/40 split, a meeting could be scheduled. Since Greta could not say exactly what the focus would be, no meeting was scheduled at this time. Instead, Greta was going to bring the information back to her board.

The second change to the minutes involved North Johnson Road. Since Wally Kucza was not in attendance, the Board discussed this topic as a regular agenda item later in the meeting.

After Clerk Sandra Lee Olson read the minutes of the April Board of Supervisors Meeting, Mike Ruhland made a motion to accept the minutes as read. A second to the motion was made by Kurt Johnson, and a unanimous vote was cast in favor of the motion.

The Treasurer's Report was presented by the clerk since the treasurer had not arrived yet. Kurt Johnson requested that the report include the Grand Total for the previous month as part of the report. He was reassured by the clerk that the report could be adjusted to include his request. Having no other concerns about the report, Kurt Johnson made a motion to accept the report—subject to audit. Mike Ruhland offered the second, and a unanimous vote in favor of the motion followed.

Sandra Le Olson presented the Clerk's Report, which included the following tasks that were completed during the previous month:

- April 4, 2017
 - Emailed Noxious Weed communication to Board

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- Emailed Kristin Forgard about training session that would be best for New Independence
 - Posted for LBAE, work day at the cemetery, Board of Supervisors' Meeting dates
 - April 5, 2017
 - Emailed unapproved minutes to Board members
 - Mailed all checks from April 3, 2017, meeting
 - Filed Withholding with Minnesota Revenue
 - Completed and mailed Internal Revenue Form 941, 1st Quarter for 2017
 - April 27, 2017
 - Mailed notices from Local Board of Appeal and Equalization (printout not received from the Assessor's Office)
 - Also met with Andy from the County about the North Johnson Road

The Clerk's Financial Report was given by Sandra Lee Olson, who noted that her report showed a \$.34 difference from the Treasurer's report. She felt the report was related to interest and will work to correct the difference. Kurt Johnson made a motion to accept the report—subject to audit. A second was offered by Mike Ruhland, and the motion was carried by a unanimous vote in favor of acceptance.

Incoming Correspondence

1. St. Louis County Association of Townships...minutes for March 22, 2017
2. Federated Co-ops...notice of payment
3. Lake Country Power...monthly statement showing a credit balance of \$131.70
4. GameTime...playground equipment catalog
5. Kyle Karppinen...invoice for storage area (\$2,550)
6. Brookston Youth Baseball...thank you note and receipt
7. Voyageur Press...invoice for Local Board of Equalization and Appeal
8. Minnesota Association of Townships...billing for short course (\$100)
9. Century Link...information on construction season
10. St. Louis County Public Works...invoice for second half of snowplowing (\$1977.51)
11. Frontier Communications...monthly phone and internet service (\$63.75)
12. Couri & Ruppe...information on upcoming training to be held at Cotton on Saturday, October 14, 2017
13. Lake Country Power...newsletter *Strictly Business*
14. Public Employees Retirement Association...monthly reporting form
15. Federated Co-op...delivery of LP
16. Alborn Fire Department...minutes of the March 29, 2017 meeting were received
17. St. Louis County...information about the calcium chloride program

The following items of Unfinished Business were discussed by the Board:

1. Cemetery
 - Kurt Johnson reported that he marked the plot for Russell Wark.
 - Jim Witkowski cleared around the row markers and painted them.
 - A motion was made by Kurt Johnson, seconded by Mike Ruhland, and passed to offer the mowing contract to Jim Witkowski. According to the contract, Jim will continue to mow the cemetery and town hall at the same rate as 2016. In addition, he will be

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paid an hourly rate of \$25/hour for work authorized by Kurt Johnson, Supervisor Responsible for Cemetery Operations. The contract will be drawn up and signed by the Board and Jim Witkowski.

2. Roads

- Road Foreman's Report
 - Warren Fosness reported that there is a buildup of water on South Johnson on the north side of the road near the turn in the road. This will be checked out by the road foreman.
- SLC Update on North Johnson Road
 - The clerk did meet with Andy at the County Offices at Pike Lake. The two discussed the part of the road that is maintained by New Independence. The County's interpretation of the road orders is that the Town of New Independence is responsible for the road up to Mr. Kucza's first driveway. However, if the road at that point, a turnaround will need to be developed. Currently, the second driveway is used as the turnaround for County plows. Kurt will discuss the options with Mr. Kucza and report back to the Board next month.
- South Schelin Road
 - Gary Fredricksen has expressed concern about the South Schelin Road again. This time he told Supervisor Jon Olson that the brushing completed last fall by New Independence infringed on his property. Kurt Johnson will check on the situation and report back to the Board.

3. Town Hall

- The Girl Scout Troop was able to meet at a different location and did not require the use of the Town Hall. If a request comes in the future, the Board has already approved the Girl Scout use of the building for its meetings.
- The salt for the water softener has been moved to the storage area. The clerk will notify Arrowhead Water so future deliveries will put the salt in the storage area rather than in the hall
- When Jon Olson purchases the garbage can for the Town Hall, Kurt requested that one be purchased for the main meeting area as well.

4. Weed Control

- Mike Ruhland was not able to attend the meeting set by the County Weed Inspector because it would have interfered with his work schedule. The clerk noted that there is information on the Minnesota Association of Townships' website.

New Business

1. Microsoft Office

- The clerk did purchase Microsoft Office for the clerk's computer and requested reimbursement for it. Without the purchase, she was not able to complete documents for the Board meeting. Her claim for the month included reimbursement for that expense. In addition, she noted that Microsoft Office will need to be purchased for the treasurer's computer as well. A motion was made by Kurt Johnson; a second was made by Mike Ruhland; and a unanimous vote was cast in favor of reimbursing the purchase of Microsoft Office for both computers. The clerk will see that the purchase is completed.

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2. June 5th Meeting
 - The clerk requested that the June meeting be changed from June 5 to June 12 because she will not be able to attend the June 5 meeting. Kurt Johnson made a motion changing the June meeting date; Mike Ruhland seconded the motion, which subsequently passed by a unanimous vote.
3. Check for Lake Country Power
 - The claims for the meeting include a check for prepayment of power. The clerk checked with Lake Country Power because New Independence was not credited for the \$300 check issued in March. After contacting Lake Country Power, the clerk tracked the check and discovered that it was inadvertently sent to Federated Coops. As a result, Lake Country Power needed to have funds so the account would be paid by the due date. The \$300 amount did appear on the Federated Coops statement and will be used to pre-purchase LP for the town hall.
4. St Louis County Association of Townships' Annual Meeting
 - Kurt Johnson made a motion to pay meeting rate and mileage for any officer attending the meeting on May 24, 2017. The motion carried following a second by Mike Ruhland and a unanimous vote in favor of the motion.
5. Policy Development
 - From the recent short course, the clerk reported that New Independence needs to develop a collection of policies. She will try to bring two to three items per month so the township has a written policy to follow.
6. Painting of Town Hall
 - Mike Ruhland suggested that the interior of the town hall be painted. He knows of an individual that would be interested should the Town Board decide to proceed with that project. The clerk will check to see if the person painting would fall under the workers' compensation plan as a contractor or employee.

The following Payroll/Claims were presented to the Board. Mike Ruhland made a motion to pay the payroll and claims as read by Kurt Johnson. Kurt Johnson seconded the motion, and a unanimous vote followed.

Payroll	
3964. Payroll -----	\$149.68
3965. Payroll -----	\$214.99
3966. Payroll -----	\$46.17
3967. Payroll -----	537.05
3968. Payroll -----	\$355.49
3969. Payroll -----	\$299.36

Claims	
3970. Frontier Communications -----	\$63.75
3971. St. Louis County Auditor -----	\$1977.51
3972. Minnesota Association of Townships -----	\$100.00
3973. Voyageur Press -----	\$90.00
3974. Karppinen Construction -----	\$2550.00
3975. Mike Ruhland -----	\$27.82
3976. Peter Olson -----	\$13.38

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3977. Sandra Lee Olson -----	\$560.45
3978. Public Employee Retirement Association -----	\$208.90
3979. Town of Alborn -----	\$9,388.50

Officer Reports were given for the following meetings.

- Joint Powers (Kurt Johnson)
- Short Course (Mike Ruhland and Sandra Lee Olson)

At 9:06 pm, Kurt Johnson declared the meeting to be adjourned following a motion by Mike Ruhland, second by Kurt Johnson, and a unanimous vote in favor of the motion.

Minutes submitted for approval on _____

Clerk's Signature _____

Chair of the Board of supervisors' Signature _____

UPCOMING MEETINGS

Board of Supervisors' Meetings for 2017

June 12	September 11	December 4
July 10	October 2	
August 7	November 1	

2017 SLCAT Calendar

May 24, 2017	Cotton Community Center	5:30 pm Socializing
		6:00 pm Meeting & Election of Officers
		6:30 pm Dinner
		7:00 pm Speaker