

# MINUTES

**Town of New Independence  
Board of Supervisors' Meeting  
New Independence Town Hall  
January 6, 2016**

Chairman: Michael Maish  
Vice Chairman: Kurt Johnson  
Supervisor: Jon Olson  
Treasurer: Peter Olson  
Clerk: Sandra Lee Olson

The January Board of Supervisors' Meeting was called to order by its chair, Mike Maish, at 7:04 pm with all officers present. Officers included Supervisors Kurt Johnson, Mike Maish, and Jon Olson; Treasurer Peter Olson; and Clerk Sandra Lee Olson.

Following the Pledge of Allegiance, the Board conducted the Reorganizational Portion of the meeting:

1. Kurt Johnson made a motion, which was seconded by Michael Maish to maintain the Chair as Mike Maish and the Vice Chair as Kurt Johnson. The motion was approved by a unanimous vote.
2. Kurt Johnson made a motion to retain the same positions of overseeing the various areas—Kurt Johnson will continue as the Supervisor Responsible for Overseeing Cemetery Operations; Mike Maish will continue as the Supervisor Responsible for Overseeing Road Operations, and Jon Olson will continue as the Supervisor Responsible for Overseeing Town Hall Operations. In addition, the motion included Kurt Johnson continuing as the New Independence Representative on the Joint Powers Committee. The motion passed by a unanimous vote.
3. Mike Maish made a motion to leave the compensations for supervisors at the current rates: Regular Meeting Rate (\$80); Extended Meeting Rate (\$125); and Hourly Rate (\$20). The motion carried by a unanimous vote.
4. Mike Maish made a motion, which was seconded by Jon Olson, to maintain the same rates for meetings and hourly wage as the amounts paid to supervisors. The motion also included a raise in the monthly stipend paid to the treasurer from \$50/month to \$75/month. The motion carried with a unanimous vote.
5. Mike Maish made a motion to continue with the same compensations for the clerk as previously paid-- Regular Meeting Rate (\$80); Extended Meeting Rate (\$125); Monthly Stipend (\$330); and Hourly Rate for Clerk's Hours at the Town Hall (\$20). The motion passed with a unanimous vote.
6. Mileage rate is set by Federal Government Guidelines
7. A discussion was held regarding a deputy clerk position. Following the discussion Kurt Johnson made a motion, which was seconded by Mike Maish, to ask Brenda Snickers to serve as the deputy clerk. The motion carried.

Another motion was made regarding the deputy clerk position. That motion was made by Mike Maish and seconded by Kurt Johnson to allow the clerk to work with the deputy clerk during clerk's hours at the town hall for two to four hours per month. The deputy clerk would be paid \$20/hour for these hours. In addition, the deputy clerk would be paid the meeting rate of \$80 when acting as the clerk during a board meeting. Furthermore, if the deputy clerk attends a monthly board meeting, compensation would be \$20/hour for each meeting attended. Payment for attending meetings would be submitted the month following the meeting attended. Additional meetings or trainings would be approved by the board as needed. The motion carried unanimously.

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Following the reading of the minutes for the December 7, 2015, meeting, Jon Olson made a motion to accept the minutes as read. Mike Maish seconded the motion, which was subsequently approved by a unanimous vote.

Upon the completion of the reading of the Treasurer's Report by Treasurer Peter Olson, Mike Maish made a motion to accept the report—subject to audit. Jon Olson seconded the motion, and a unanimous vote was cast in favor of the motion. The first page of the report is shown below. The entire report is filed with documents from the meeting.

New Independence  
Treasurer's Report  
Presented to Board at the January 2016 Meeting  
January 4, 2016

Cash Accounts						
			Statement Date	Interest	Previous Balances	Current Balances
Wells Fargo Business Checking xxxxxx3050 (Primary)			Online Balance as of December 31, 2015	\$ 0.71	\$ 7,750.83	\$ 114,900.74
Wells Fargo Business Checking xxxxxx1054 (EFT)			Online Balance as of December 31, 2015	\$ -	\$ 3,328.68	\$ 10,510.10
			<b>Total Balance for Checking Accounts</b>	<b>\$ 0.71</b>	<b>\$ 11,079.51</b>	<b>\$ 125,410.84</b>
Wells Fargo Business Savings xxxxxx6624			Online Balance as of December 31, 2015	\$ 0.88	\$ 53,669.20	\$ 28,900.66
			<b>Total Balance for Cash Accounts</b>	<b>\$ 1.59</b>	<b>\$ 64,748.71</b>	<b>\$ 154,311.50</b>
Investments-CDs						
			Statement Date	Interest/ Penalty	Previous Balance	Current Balance
WF CD1 xxxxxx8954 (matures 8/20/2018)	0.17%		Online Balance as of December 31, 2015	\$ 9.59	\$ 25,906.51	\$ 25,916.10
WF CD2 xxxxxx8962 (matures 8/20/2018)	0.17%		Online Balance as of December 31, 2015	\$ 9.59	\$ 25,906.51	\$ 25,916.10
WF CD3 xxxxxx0801 (matures 11/28/2019)	0.35%		Online Balance as of December 31, 2015	\$ (85.26)	\$ 25,136.84	\$ -
WF CD4 xxxxxx0845 (matures 11/28/2019)	0.35%		Online Balance as of December 31, 2015	\$ (85.26)	\$ 25,136.84	\$ -
WF CD5 xxxxxx0868 (matures 11/28/2016)	0.25%		Online Balance as of December 31, 2015	\$ (60.78)	\$ 25,188.20	\$ -
WF CD6 xxxxxx0876 (matures 11/28/2017)	0.55%		Online Balance as of December 31, 2015	\$ 11.50	\$ 25,415.91	\$ 25,427.41
			<b>Total of All CDs</b>	<b>\$ (200.62)</b>	<b>\$ 152,690.81</b>	<b>\$ 77,259.61</b>
			<b>Total of all accounts with checks outstanding</b>			<b>\$ 231,571.11</b>
The following deposits were made during December 2015						
			St. Louia County--October Tax Apportionment	\$	20,080.11	
			General Fund	\$13,226.73		
			Road and Bridge Fund	\$6,830.94		
			Interest (General Fund)	\$22.44		
			<b>Total Deposited</b>	<b>\$</b>	<b>20,080.11</b>	

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Clerk Sandra Lee Olson explained that the funds for the Fire Hall Addition were withdrawn and penalties were accessed. As a result, the Clerk's Report was quite extensive because the numbers did not initially balance. The final report was several pages long to verify that the funds and balances did agree with the bank and the treasurer. The first page of her report is shown below. Kurt made a motion to accept the Clerk's Report—subject to audit. Following a second by Mike Maish and a unanimous vote in favor of the motion, the report was placed on file with other documents from the meeting.

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Town of New Independence		Cash Control Statement				1/4/2016		
For the Period: 1/1/2015 To 12/31/2015								
Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement	
General Fund	\$102.89	\$168,217.94	\$175,780.40	(\$7,459.57)	\$0.00	\$102,920.00	\$95,460.43	
Road and Bridge	\$21,617.55	\$18,973.38	\$11,140.52	\$29,450.41	\$0.00	\$0.00	\$29,450.41	
Sowle Cartway Bond Fund	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	
<b>Total</b>	<b>\$22,220.44</b>	<b>\$187,191.32</b>	<b>\$186,920.92</b>	<b>\$22,480.84</b>	<b>\$0.00</b>	<b>\$102,920.00</b>	<b>\$125,410.84</b>	

**Incoming Correspondence**

1. St. Louis County...invoice for 1<sup>st</sup> half of 2015-2016 Snowplowing (check was sent but not received)
2. Lake Country Power...statement showing a credit of \$67.27
3. PERA
  - Monthly reporting form
  - Exclusion Report for 2015 due by February 28, 2016
4. Frontier Communications...monthly bill for telephone and internet (\$59.57)
5. Rinke Noonan Law Firm...information on upcoming conference on Drainage and Wetland to be held at St. Cloud's River's Edge Convention Center on February 11, 2016
6. Rodda Grading & Excavating...grading of 5744 North and South (\$239.25)
7. Minnesota Association of Townships...*Minnesota Township Insider* with calendar issue
8. Department of the Treasury/Internal Revenue Service
  - Notice stating that more time was needed to review Form 941
  - Notice dated December 14, 2015: payment received on July 30, 2015 in the amount of \$615.83 was applied to the correct account. The check for \$393.19 made on October 16, 2015, was also applied to the correct account. EIN form for cancellation will be forwarded.
  - Notice dated December 21, 2015: notice of unpaid taxes for September 20, 2015
  - Notice dated January 4:2016
    - Notice stating that penalty was removed and no balance is due
    - Notice stating that penalty was removed and no balance is due
9. St. Louis County...invoice for tax notices (\$87.20)
10. St. Louis County Fair...request for donation
11. SLCAT...Mike received minutes from the December 2, 2015, meeting

**Approval of Payroll/Claims**

After Mike Maish read all Payroll Claims into the record, Jon Olson made a motion to pay the claims as read. Kurt Johnson seconded the motion, which then passed by a unanimous vote.

3676.	Kurt Johnson	-----	\$74.84
3677.	Michael Maish	-----	\$74.84
3678.	Jon Olson	-----	\$74.84
3679.	Peter Olson	-----	\$121.61

**Town of New Independence  
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3680. Sandra Lee Olson ----- \$321.91

Mike Maish read the following Claims into the record. Kurt Johnson then made a motion, which was seconded by Mike Maish, to pay the claims. The motion carried unanimously, and the claims were submitted to the treasurer for payment.

3681. Kurt Johnson ----- \$31.63  
3682. Sandra Lee Olson ----- \$117.56  
3683. PERA ----- \$94.40  
3684. Frontier ----- \$59.57  
3685. Lake Country Power ----- \$300.00  
3686. St. Louis County ----- \$1,977.51  
3687. Rodda Grading and Excavating ----- \$239.25

The following claims was received after the initial list of claims was printed. Mike Maish read the claim into the record and then made a motion to pay the claim. Kurt Johnson seconded the motion, which was accepted by a unanimous vote.

3688. St. Louis County Auditor ----- \$87.20

**Unfinished Business**

1. Cemetery
  - Kurt Johnson has not received a letter from Smigels requesting cemetery lots. No action can be taken until a letter is received.
2. Roads
  - Mike Maish reported that all roads have been graded and are ready for winter. He did receive a call about Rodda grading at 9:45 pm. Jon also received a call about South Schelin.
3. Town Hall
  - Storage unit has not been purchased yet for township records.
  - Water softener/iron filter was discussed. The quote from Arrowhead Water is \$1,595 for an iron filter. Because it is an expensive item, Jon will look into other options available through Menard's, Ferguson's or other suppliers.
4. Fire Hall Addition
  - Alborn has not returned the documents agreeing to the terms of New Independence assisting with the Fire Hall Addition. The check was returned to the clerk until the documents are signed and filed with the clerk. At this point, Alborn has hired an architect and did sign papers with the IRRRB for the addition. The original plan might be scaled down to fit within the budget allotted but the project appears to be in process.
5. The budget was discussed at length as the board addressed each item and made suggestions. The final budget will be prepared by the clerk and presented at the February meeting.
6. W2s were not ready as the clerk had planned but she will mail them to board members within the next few days.

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New Business

1. Kurt Johnson suggested that the road into the cemetery and the parking lot be plowed during the winter. Jay Tremblay agreed to look at the area and submit a quote to the board.

Officer Reports

- None

Mike Maish made a motion for adjournment, which was seconded by Kurt Johnson and passed by a unanimous vote. Mike then declared the meeting closed at 9:02 pm.

Minutes submitted for approval on \_\_\_\_\_

Clerk's Signature \_\_\_\_\_

Chair of the Board of Supervisors' Signature \_\_\_\_\_

**Upcoming Meetings**

**Board of Supervisors' Meetings for 2016**

January 4, 2016	May 2, 2016	September 12, 2016
February 1, 2016	June 6, 2016	October 3, 2016
March 7, 2016	July 11, 2016	November 1, 2016
April 4, 2016	August 1, 2016	December 5, 2016

Board of Equalization and Appeal will be set by the County

The Annual Town Meeting is set by law as March 8, 2016 (the second Tuesday in March)

**St. Louis County Association Township Officers' Meeting (7:00 PM Meeting Time)  
2016**

January 27, 2016	.....6:30 PM Monthly Meeting.....	Cotton Community Center
February 24, 2016	...6:30 PM Monthly Meeting.....	Cotton Community Center
March 23, 2016	.....6:30 PM Monthly Meeting.....	Cotton Community Center
April 1, 2016	.....MAT Spring Short Course.....	Black Bear—Carlton
April 13, 2016	.....MAT L & R Best Western Plus Capitol Ridge.	St. Paul
April 21, 2016	.....MAT Legal Short Course.....	Best Western Premier Nicollet Inn, Burnsville
April 27, 2016	.....6:30 PM Monthly Meeting.....	TBA
May 25, 2016	.....5:30 PM Annual Meeting & Election .....	Cotton Community Center
June 30, 2016	.....MAT Summer Short Course IN THE "PM" .....	Black Bear—Carlton
August 2016	.....MAT District 10 Meeting .....	TBA
September 21, 2016	10:35 AM MAT Fall L&R.....	St. Cloud Holiday Inn