

MINUTES

**Town of New Independence
Board of Supervisors' Meeting
New Independence Town Hall
February 1, 2016**

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

Chair Mike Maish called the monthly Board of Supervisors' Meeting to order at 7:00 pm with all board members present.

Following the Pledge of Allegiance, Clerk Sandra Lee Olson read the minutes of the January 2016 meeting, which were subsequently approved through a motion by Mike Maish, a second by Jon Olson, and a unanimous vote in favor of approving the minutes as read.

Treasurer Peter Olson presented his monthly Treasurer's Report for the period ending on January 31, 2016. Kurt Johnson made a motion to approve the report--subject to audit. Following a second by Mike Maish, the motion was approved with a unanimous vote and placed on file with other documents from the meeting. The first page of the report showed the following balances:

Wells Fargo Checking (Primary)	\$8,406.25
Wells Fargo Checking (EFT)	\$10,984.99
Wells Fargo Savings	\$28,901.39
Wells Fargo CD 1	\$25,926.00
Wells Fargo CD 2	\$25,926.00
Wells Fargo CD 6	\$25,429.29

As a part of her report, Sandra Lee Olson's monthly Clerk's Report included a summary of reports and requests that were completed since the previous meeting which included:

- January 5, 2016: Requested Certificate of Insurance from Rodda (message left on answering machine)
- January 8, 2016: Mailed W2s and 1099s mailed (Due January 31, 2016)
- January 8, 2016: Tax forms mailed to Social Security for W2s and 1099s (Due February 28, 2016)
- January 8, 2016: Mailed a request for Certificate of Insurance (included with payment) for Rodda
- January 12, 2016: Requested W2C and W3s forms from the IRS
- January 12, 2016: Mailed check for fire hall addition to Dale Larson
- January 12, 2016: Mailed Annual Exclusion Report to PERA (Due February 28, 2016)
- January 17, 2016: Mailed Workers' Compensation Audit (Due January 31, 2016)
- January 25, 2016: Filed Sales and Use Tax for 2015, 2014, and 2013. (Due by January 31, 2016)
- January 25, 2016: Opted out of Minnesota Department of Revenue and Use Tax since New Independence does not have any income or purchases reported on this form. Reporting is necessary even if there are no purchases or income.
- February 1, 2016: Transferred money from EFT to Checking to insure the minimum balance is met

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Sandra Lee Olson also gave a financial summary. A summary of the first page is shown below. The entire report is on file with other documents from the meeting. Following her report, Jon Olson made a motion to accept the report—subject to audit, Kurt Johnson seconded the motion, and a unanimous vote was cast in favor of the motion.

Name of Fund	Beginning Balance	Total Receipts	Total Disbursements	Ending Balance
General Fund	(\$7,459.57)	\$313.50	\$1,390.81	(\$8,536.88)
Road and Bridge Fund	\$29,450.41	\$194.47	\$2,216.76	\$27,428.12
Sowle Cartway Bond Fund	\$500.00	\$0.00	\$0.00	\$500.00
Total	\$22,490.84	\$507.97	\$3,607.57	\$19,391.24

Incoming Correspondence

1. Federated Co-ops, Inc.... statement of account showing unused prepaid credits of \$1,877.33
2. Lake Country Power...statement showing a credit of \$250.00
3. Frontier Communications...statement showing a balance due of \$63.70
4. Cathy Rouleau/SLCAT...monthly planners
5. South Ridge School...request for donation for the All-Night Grad Party
6. PERA...*The PERAphrase*
7. Alborn Fire Department...minutes of the November 25, 2015, business meeting
8. Federated Co-ops...notice of delivery on January 18, 2016. Total of delivery was \$426.88
9. University of Minnesota...*Technology Exchange*
10. St. Louis County Association of Townships.... minutes of the January 27, 2016, meeting
11. Public Employees Retirement Association...monthly reporting form
12. SLCAT...dues statement for MAT and SLCAT for a total of \$583.48
13. Brenda Hansen...request for donation toward July 4 fireworks
14. Alborn...Fire Hall Addition paperwork
15. WLSSD...*BioSolid Digest*

Approval of Payroll/Claims

After Chair Mike Maish read the following Payroll into the record, Kurt Johnson made a motion to pay the payroll. Jon Olson seconded the motion, which was passed by a unanimous vote and submitted to the treasurer for payment.

3689. Kurt Johnson	-----	\$74.84
3690. Michael Maish	-----	\$233.87
3691. Jon Olson	-----	\$74.84
3692. Peter Olson	-----	\$145.00
3693. Sandra Lee Olson	-----	\$550.70

Following the reading of the Claims, Jon Olson made a motion to pay the claims as presented. Kurt Johnson seconded the motion; a unanimous vote was cast in favor of the motion; and the claims were submitted to the treasurer for payment.

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3694. Mike Maish -----	\$17.01
3695. Sandra Lee Olson -----	\$292.61
3696. PERA -----	\$158.70
3697. Frontier -----	\$63.70
3698. St. Louis County Association of Townships -----	\$583.48

Unfinished Business

1. Cemetery
 - Jay Tremblay will plow the cemetery. The first plowing will be \$50 and each subsequent plowing will be \$30.
2. Roads
 - SLC continues to snowplow the township roads
3. Town Hall
 - Storage unit—nothing has been purchased
 - Water softener/iron filter—the Board decided to wait on any action until the well can be shocked this spring.
4. Fire Hall Addition
 - Alborn met with the architect to discuss plans for the addition. Mike attended the meeting.
5. Budget
 - Mike Maish made a motion to accept the budget. After Jon Olson offered a second to the motion, the motion was passed by a unanimous vote.
 - The clerk will give quarterly reports on the budget
6. Deputy-clerk position
 - Sandra Lee Olson did not contact Brenda Snickers about the deputy-clerk position.

New Business

1. Topics for Annual Meeting will include the levy and the web page. Other topics will be drawn from items typically included. A tentative agenda will be presented at the next meeting.
2. Computer for the Treasurer is experiencing pop-up windows. In lieu of purchasing a virus protection program, Jay Tremblay suggested installing a windows extension.

Next Meeting will include the following items.

1. Board of Audit
2. Preliminary Agenda for Annual Meeting

Officer Reports

- SLCATO—Mike gave a report on the January meeting

At 8:27 pm, Kurt Johnson made a motion for adjournment, which was seconded by Jon Olson. Following a unanimous vote, Mike Maish declared the meeting closed.

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Minutes submitted for approval on _____

Clerk's Signature _____

Chair of the Board of Supervisors' Signature _____

Upcoming Meetings

Board of Supervisors' Meetings for 2016

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

February 24, 2016 ...6:30 PM Monthly Meeting.....	Cotton Community Center
March 23, 20166:30 PM Monthly Meeting.....	Cotton Community Center
April 1, 2016MAT Spring Short Course.....	Black Bear—Carlton
April 13, 2016MAT L & R Best Western Plus Capitol Ridge.	St. Paul
April 21, 2016MAT Legal Short Course.....	Best Western Premier Nicollet Inn, Burnsville
April 27, 20166:30 PM Monthly Meeting.....	TBA
May 25, 20165:30 PM Annual Meeting & Election	Cotton Community Center
June 30, 2016MAT Summer Short Course IN THE "PM"	Black Bear—Carlton
August 2016MAT District 10 Meeting	TBA
September 21, 2016 10:35 AM MAT Fall L&R.....	St. Cloud Holiday Inn