

MINUTES

**Town of New Independence
Board of Supervisors' Meeting
New Independence Town Hall
July 5, 2016**

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

The monthly Board of Supervisors' Meeting was called to order at 7:00 pm by acting Chair Kurt Johnson. Kurt noted that all officers were present.

Following the Pledge of Allegiance, the Board addressed Reorganization that was necessary after the resignation of Supervisor and Chair Mike Maish. Jon Olson made a motion to have Kurt Johnson serve as chair with Jon Olson serving as Vice Chair. Kurt Johnson seconded the motion, which then passed by a unanimous vote. Because Jon Olson's signature is still on file for the checking account at Wells Fargo, Kurt Johnson made a motion to have Jon sign the checks for tonight's meeting. Jon Olson seconded the motion, which passed with a unanimous vote. The clerk and Kurt will meet at the bank so Kurt's name can be added to the account.

By Minnesota Statute, the remaining supervisors and clerk will make up a committee to appoint an individual to replace Mike Maish. A discussion was held about when the committee should meet. A suggestion was made to meet after the filing has been completed. Individuals can complete an Affidavit for Candidacy from August 2 through August 16, 2016. Offices that will be open for the election in November include Supervisor A (currently held by Kurt Johnson), Supervisor B (currently held by Jon Olson), Supervisor C (a two-year position open due to the resignation of Mike Maish), and Treasurer (currently held by Peter Olson). The Clerk's position will not be on the November ballot. By holding the committee meeting after the filing has been completed, the committee members would have a list of individuals interested in serving on the Town Board.

Kurt Johnson made a motion to accept the Agenda as printed. Jon Olson seconded the motion, which passed by a unanimous vote.

After the reading of the minutes, Jon Olson made a motion to accept the minutes as read; Kurt Johnson seconded the motion, and unanimous vote in favor of the motion followed.

Peter Olson read the Treasurer's Report into the record. A motion to accept the report, subject to audit, was made by Kurt Johnson and seconded by Jon Olson. A unanimous vote in favor of the motion was cast. While the first page of the report is shown on the next page, the entire report is filed with the Clerk's records for the meeting.

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New Independence
Treasurer's Report
Presented to Board at the August 2016 Meeting
August 1, 2016

Cash Accounts							
			Statement Date	Interest	Previous Balances	Current Balances	
Wells Fargo Business Checking xxxxxx1054 (EFT)			Online Balance as of June 30, 2016		\$ 3,000.00		
Wells Fargo Business Checking xxxxxx3050 (Primary)			Online Balance as of June 30, 2016		\$ 15,519.00		
Total Balance for Checking Accounts					\$ 18,519.00	\$ -	
Wells Fargo Business Savings xxxxxx6624			Online Balance as of June 30, 2016		\$ 28,915.00		
Total Balance for Cash Accounts					\$ -	\$ 47,434.00	
Investments-CDs							
			Statement Date	Interest/ Penalty	Previous Balance	Current Balance	
WF CD1 xxxxxx8954 (matures 8/20/2018)	0.17%		Online Balance as of June 30, 2016	\$ (25,974.63)	\$ 25,974.63		
WF CD2 xxxxxx8962 (matures 8/20/2018)	0.17%		Online Balance as of June 30, 2016	\$ (25,974.63)	\$ 25,974.63		
WF CD6 xxxxxx0876 (matures 11/28/2017)	0.55%		Online Balance as of June 30, 2016	\$ (25,497.62)	\$ 25,497.62		
Total of All CDs					\$ (77,446.88)	\$ 77,446.88	\$ -
Total of CDs and Savings					\$ 106,361.88	\$ -	
Total of all accounts with checks outstanding (Cash Accounts and CDs)						\$ -	
The following receipts were received and deposited in July							
7/6/2016	St. Louis County Tax Apportionment	General Fund	Amount on Statement	\$ 22,194.89			
		Road and Bridge Fund	\$ 4,455.44				
		Total	\$ 26,650.33				
7/9/2016	State of Minnesota	Road and Bridge Fund	\$ 41.82				

Sandra Lee Olson presented the Clerk's Report and noted that the differences between the two reports were due to reporting dates. Jon Olson made a motion to accept the Clerk's Report as presented, subject to audit. Following a second by Kurt Johnson, the board cast a unanimous vote in favor of the motion. The Cash Balance Report included in the Clerk's packet is shown below. The rest of the report is included with other documents from the meeting.

Town of New Independence Clerk

Cash Balance Statement

7/5/2016

As of 7/5/2016

Fiscal Year: 2016

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursements</u>	<u>Ending Balance</u>
General Fund	(\$7,459.57)	\$37,300.29	\$41,877.35	(\$12,036.63)
Road and Bridge	\$29,450.41	\$2,832.57	\$4,746.65	\$27,536.33
Sowle Cartway Bond Fund	\$500.00	\$0.00	\$0.00	\$500.00
Total:	\$22,490.84	\$40,132.86	\$46,624.00	\$15,999.70

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Incoming Correspondence

1. Tester-Niemi Post 562...thank you note
2. Public Employees Retirement Association...monthly statement for DCP and Coordinated Plans
3. Lake Country Power...monthly statement showing a credit of \$240.21
4. Federated Co-ops, Inc....statement showing a credit balance of \$1226.86
5. Old School Lives...flyer for the Old School Lives in Cotton, MN
6. Panther Soccer...thank you note
7. International League of Cities.... annual membership and directory listing notice
8. St. Louis County Planning and Community Development Department...proposed revisions to St. Louis County Subdivision Ordinance 60 and St. Louis County Zoning Ordinance 62
9. Public Employees Retirement...upcoming workshops for potential retirees
10. Alborn Fire Department...minutes of the May 25, 2016 business meeting
11. Frontier Communications...monthly billing for \$63.59
12. Minnesota Department of Public Safety/Homeland Security and Emergency Management...notice that an additional \$41.82 will be received from the State of Minnesota funds
13. Floyd Olson Trucking...certificate of insurance for Floyd Olson
14. Minnesota Revenue...notice that W-2s were not filed
15. Minnesota Turf and Grounds Foundation...magazine *MTGF Clippings*
16. Keven McConnell, St. Louis County (SLC) Road Department...Cooperative Maintenance Agreement
17. SLC...2015 St. Louis County Attorney's Office Annual Report (received as an email)
18. SLC Property Tax Division...notice of upcoming payment to be received in July. Total amount will be \$26,650.33. It has not been deposited as of July 5, 2016.

Approval of Payroll/Claims

Payroll

3769. Payroll	-----	\$74.58
3770. Payroll	-----	\$74.84
3771. Payroll	-----	Void
3772. Payroll	-----	\$145.00
3773. Payroll	-----	\$693.70
3774. Payroll	-----	\$64.64

Claims

3775. Alborn Fire Department	-----	\$200.00
3776. Sandra Lee Olson	-----	\$250.60
3777. Peter Olson	-----	\$35.65
3778. Public Employees Retirement Association	-----	\$161.70
3779. Frontier Communications	-----	\$63.59
3780. Jim Witkowski	-----	\$555.00
3781. Town of Alborn	-----	\$9,020.40

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Unfinished Business

1. Cemetery

- Lots for John and Diana Bonneville were assigned and certificates were mailed to them. John was assigned 1B and Diana was assigned 1A.
- Kurt reported that the cemetery is looking good. It still needs to be sprayed and a couple trees need to be cut.

2. Roads

- Road Foreman Pete Olson reported on work that has been completed since the last meeting.
 - Peter met with Floyd Olson about the turn around on South Johnson Road and made arrangements for Floyd to haul gravel to complete the turnaround. The first phase has been completed. Class 5 will be applied after the area has been set up.
 - Peter also inspected all roads so he is knowledgeable about the current conditions.
- Bob Rodda came to the meeting while roads were discussed and offered comments:
 - Townline and Salo Roads have some grass growing in them.
 - North and South Johnson Roads are in good condition.
 - Nelson Road has a culvert that will need to be replaced.
 - North Schelin is a little rough in spots.
 - South Schelin is also in good condition
- Grading of Town Roads
 - Peter and Bob will set up a grading schedule. Past practice has been that the road foreman or the supervisor responsible for roads set the schedule.
- Road Signage
 - Jon Olson brought up road signage for end of road. No action was taken at this point but will be looked into at a future meeting.
- Road Inspection
 - Jon Olson made a motion to for the Supervisors and Road Foreman will meet on July 25, 2016, to complete a road inspection of all township roads. The discussion will be brought back to the August 1st meeting so final decisions can be made.
- Cooperative Maintenance Agreement
 - The Board discussed the agreement for road maintenance between St. Louis County and New Independence:
 1. Only winter maintenance is going to be in effect between SLC and New Independence at a rate of \$875 per mile and will be billed twice a year
 2. Additional work such as sanding or steaming will need to be submitted as a written request
 3. Services may be discontinued if the project is deemed unsafe by the Highway Superintendent
 4. Other terms and conditions included in the full agreement, which was signed and will be submitted to St. Louis County. A motion to sign the agreement was made at the June meeting.
- Manual from the Short Course
 - All townships were given a *Gravel Roads/Construction & Maintenance Guide* at the Summer Short Course. Since Peter Olson is the new Road Foreman, the

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manual was given to him so he can review it and use it as a guide for township roads.

3. Town Hall

- Bathroom and well
 - A cleaner for rust was used in the Town Hall bathroom. The effect was minimal so Jon will call Arrowhead Water about the recent quote and need for a water softener.
- Blacktopping
 - This project was completed last fall and does not need to be addressed this year.
- Front and back doors and the deck
 - Kurt Johnson made a motion to paint the doors and stain the deck at the Town Hall for a cost not to exceed \$350. Jon Olson seconded the motion, which passed by a unanimous vote. Jon will make arrangements for someone to complete the project and will pick up the supplies.
- Cabinet for files
 - The Town Board authorized the purchase of a unit for town records. Mike was going to complete the purchase but did not before his resignation. Clerk Sandra Lee Olson said she will complete this project.

4. Fire Hall Addition

- The roofing is off the old building and the project is progressing.

5. Elections

- Primary Election
 - Judges for Primary Election
 1. Kurt Johnson made a motion to accept the names submitted by the Clerk for individuals interested in serving as election judges. Jon Olson seconded the motion, which passed with a unanimous vote.
 2. Training for election judges will be held at Clinton Town Hall on July 21 from 12:30 to 3:30 pm. This year the Board has authorized the election judges to be trained by the County. Mileage and hourly rate will be paid to election judges for the training.
 - AutoMark
 1. The AutoMark was brought to the County for the necessary service. It is ready for the upcoming elections. A test date needs to be set up and completed to insure that the machine reads the voters choices correctly.
 2. That AutoMark Testing has been posted and published for August 1, 2016, at 6:30 pm at the Town Hall.
 3. The clerk will see the testing is completed and that two election judges will be in attendance for the testing.
- General Election and Township Election
 - Date for Township Board of Canvass between November 11 and 18. Kurt Johnson made a motion to hold the Board of Canvass for New Independence on November 14, 2016, at 7:00 pm. The Clerk will include the Board of Canvass date and time on the notice for the November Election.

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- Judges for General Election
 1. New Independence will have seven election judges trained for the August Primary.
 2. These same people will be used for the General Election unless someone is unable to do the November Election.
 - 6. District 10 Meeting will be held on August 25, 2016, at Grand Lake Town Hall. Registration begins at 5:30pm
 - 7. Classification of State tax forfeited land
 - This was discussed at the June meeting, but the clerk wanted to discuss the matter again because the property listed is next to the Town Hall.
 - After the Board analyzed the description more thoroughly, it was determined that the property in the notice is the home owned by Todd Dierks and not the property to the west of the Town Hall. Kurt Johnson made a motion, which was seconded by Jon Olson, made a motion not to seek out purchasing the property for the township. The motion carried unanimously.

New Business

1. International League of Cities
 - Ad for New Independence would be \$225.
 - Kurt Johnson made a motion, which was seconded by Jon Olson, not to participate in the International League of Cities Directory. The motion passed.
2. Proposed revisions to St. Louis County Subdivision Ordinance 60 and St. Louis County Zoning Ordinance 62
 - The Supervisors review the revisions for Ordinances listed above.
 - Kurt Johnson made a motion, which was seconded by Jon Olson, to take no action on the revisions. The motion carried.
3. Minnesota Revenue
 - Sandra Lee Olson reported that the Minnesota Revenue sent a letter indicating that W2 s for 2015 had not been submitted.
 - The Department was contacted as soon as the letter was received on July 1, 2016
 - The Clerk reported that W2s were submitted that same day

Officer Reports

MAT Short Course: Sandra Lee Olson

St. Louis County Mandatory Training for Clerks: Sandra Lee Olson

At 9:20 pm, Kurt Johnson made a motion for adjournment. Following a second by Jon Olson and a unanimous vote, Kurt declared the July Board of Supervisors' Meeting adjourned.

Minutes submitted for approval on _____

Clerk's Signature _____

Chair of the Board of Supervisors' Signature _____

Upcoming Meetings

Board of Supervisors' Meetings for 2016

August 1, 2016	October 3, 2016	December 5, 2016
September 12, 2016	November 1, 2016	

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

2016

August 25, 2016MAT District 10 Meeting	Grand Lake Town Hall
September 21, 2016	10:35 AM MAT Fall L&R.....	St. Cloud Holiday Inn

Unofficial