

# MINUTES

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

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

Chair Kurt Johnson called the August Board of Supervisors' Meeting to order at 7:00 pm with all officers present—Supervisors Kurt Johnson and Jon Olson; Treasurer Peter Olson; and Clerk Sandra Lee Olson.

Following the Pledge of Allegiance, Jon Olson made a motion, which was seconded by Kurt Johnson, to accept the Agenda. The motion carried unanimously.

Clerk Sandra Lee Olson read the minutes of the July meeting, which were approved as read through a motion by Jon Olson, a second by Kurt Johnson, and a unanimous vote.

Peter Olson read the Treasurer's Report for the month ending July 3, 2016. The complete report was placed on file with other documents from the meeting following a motion by Kurt Johnson, a second by Jon Olson, and a unanimous vote in favor of the motion. The first page of the Treasurer's Report is shown below:

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 July 31, 2016		\$ 3,000.00	\$ 29,650.33
Wells Fargo Business Checking xxxxxx3050 (Primary)			Online Balance as of July 31, 2016	\$ 0.11	\$ 15,519.00	\$ 13,441.63
<b>Total Balance for Checking Accounts</b>					<b>\$ 18,519.00</b>	<b>\$ 43,091.96</b>
Wells Fargo Business Savings xxxxxx6624			Online Balance as of July 31, 2016	\$ 0.74	\$ 28,915.00	\$ 28,915.74
<b>Total Balance for Cash Accounts</b>					<b>\$ 0.85</b>	<b>\$ 47,434.00</b>
<b>Investments-CDs</b>						
			Statement Date	Interest/ Penalty	Previous Balance	Current Balance
WF CD1 xxxxxx8954 (matures 8/20/2018)	0.17%		Online Balance as of July 31, 2016	\$ 9.61	\$ 25,974.63	\$ 25,984.24
WF CD2 xxxxxx8962 (matures 8/20/2018)	0.17%		Online Balance as of July 31, 2016	\$ 9.61	\$ 25,974.63	\$ 25,984.24
WF CD6 xxxxxx0876 (matures 11/28/2017)	0.55%		Online Balance as of July 31, 2016	\$ 11.53	\$ 25,497.62	\$ 25,509.15
<b>Total of All CDs</b>					<b>\$ 30.75</b>	<b>\$ 77,446.88</b>
<b>Total of CDs and Savings</b>					<b>\$ 106,361.88</b>	<b>\$ 106,393.37</b>
<b>Total of all accounts with checks outstanding (Cash Accounts and CDs)</b>						<b>\$ 149,485.33</b>
The following receipts were received and deposited in July						
			Amount on Statement			
7/6/2016	St. Louis County Tax Apportionment	General Fund	\$ 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			

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Sandra Lee Olson presented the Clerk's Report for the month of July 2016. On the agenda, it indicated that there was a discrepancy between the CTAS program and the bank, but the clerk was able to find the error so her report agreed with the bank. Although the complete report is on file with other documents from the meeting, the balances shown for the funds are shown below:

<b>Cash Balance Statement</b>				
<b>Town of New Independence Clerk</b>				<b>8/1/2016</b>
<b>As of 8/1/2016</b>				
<b>Fiscal Year: 2016</b>				
<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)	\$59,526.78	\$50,929.24	\$1,137.97
Road and Bridge Fund	\$29,450.41	\$7,329.83	\$4,746.65	\$32,033.59
Sowle Cartway Bond Fund	\$500.00	\$0.00	\$0.00	\$500.00
<b>Total:</b>	<b>\$22,490.84</b>	<b>\$66,856.61</b>	<b>\$55,675.89</b>	<b>\$33,671.56</b>

**Incoming Correspondence**

1. Olson Trucking and Equipment...statement for work completed on the South Johnson turnaround (pit run--\$625 and spreading--\$200)
2. St. Louis County (SLC) Planning and Development...Planning Commission Vacancy and application
3. SLC Auditor...Township Final Levy Certification form for taxes payable in 2017
4. SLC Planning and Development...notice of Planning Commission Public Hearing to be held on August 11, 2016, regarding Proposed Amendments to SLC Subdivision Ordinance 60 and SLC Zoning Ordinance 62
5. Alborn Fire Department...minutes of the June 29, 2016, meeting
6. American Legion & Auxiliary of Test Niemi Post #562...thank you
7. NOMIS...order form for cemetery catalog of funeral homes and cemeteries
8. Reliable Insurance...certificate of insurance for Bob Rodda
9. McRae Land Improvements, LLC...certificate of liability insurance
10. SLC Auditor-Treasurer...Certification of Head Judge Training for Gene and Rosie Butrick
11. Rodda Grading & Excavating
  - grading on North 5744, North 5741, and South 5741 for a total of \$726.00
  - grading on 5743, South 5744, North 5744, 5747, and 5748 for a total of \$1,166.00
12. Minnesota Association of Townships...District 10 Meeting notice for Thursday, August 25, 2016, at Grand Lake Town Hall. Registration is at 5:30 pm and the meeting begins at 6:00 pm
13. Voyageur Press...legal ad for Candidate Filing, Primary Election, and Election Judge requests for a total of \$86.70
14. Public Employees Retirement Association (PERA)..monthly reporting form
15. Federated Co-ops, Inc...statement showing a credit balance of \$1,226.86
16. Lake Country Power...statement showing a credit balance of \$168.49
17. Minnesota Association of Townships Insurance & Bond Trust...dividend refund in the amount of \$806.00
18. Margaret Dunsmore...LBAE online training information

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- 19. Floyd Olson...invoice for \$90.00
  - 20. State of Minnesota...township aid for \$560.00

**Approval of Payroll/Claims**

The clerk noted that there is a break in the check sequence. Checks 3782-3796 were not at the Town Hall when checks were printed, so the following sequence was used. The clerk also stated that the unused checks will be used for next month.

Kurt Johnson read the following claims into the record. The claims were then approved for payment following a motion by Jon Olson, a second by Kurt Johnson, and a unanimous vote in favor of paying the claims as read. The following claims were presented to the treasurer for payment.

3797. Peter Olson	\$50.26
3798. Kurt Johnson	\$21.85
3799. Sandra Lee Olson	\$94.01
3800. Void	
3801. Olson Trucking and Equipment	\$825.00
3802. Public Employees Retirement Association	\$185.90
3803. Jon Olson	\$238.19
3804. Rodda Grading and Excavating	\$1,892.00
3805. Joyce Greer	\$52.50
3806. Karen Witkowski	\$45.00
3807. Jim Witkowski	\$45.00
3808. Christopher Olson	\$45.00
3809. Gene Butrick	\$82.95
3810. Rose Ann Butrick	\$45.00
3811. Void	
3812. Void	
3813. Void	
3814. Karen Olson	\$45.00
3815. Sandra Lee Olson	\$212.29
3816. Frontier Communications	\$70.00
3817. Jim Witkowski	\$555.00

Chair Kurt Johnson read the August payroll into the record. A motion was then made by Jon Olson, a second by Kurt Johnson, and a unanimous vote to pay the payroll as read. All payroll items were submitted to the treasurer for payment.

3818. Payroll	\$84.19
3819. Payroll	\$679.40
3820. Payroll	\$149.68
3821. Payroll	\$145.00
3822. Payroll	\$74.84
3823. Payroll	\$93.55
3824. Payroll	\$156.99

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Kurt Johnson read an additional claim that was submitted after the original list was developed. That claim was approved for payment through a motion by Jon Olson, a second by Kurt Johnson, and a unanimous vote in favor of payment. The following claim was submitted to the treasurer for payment.

3825. Floyd Olson Trucking ----- \$90.00

**Unfinished Business**

**1. Cemetery**

- Storm damage
  - The recent July storm caused damage at the cemetery. Kurt Johnson did remove a couple trees after the storm but felt uncomfortable removing a couple trees that are hung up on other trees. Jon Olson made a motion, which was seconded by Kurt Johnson, to hire Tim Anvid to remove the trees as soon as possible due to the dangerous situation. The motion allowed up to \$3,000 for the removal. The motion carried unanimously. Kurt Johnson will contact Tim Anvid about the removal.

**2. Roads**

- Work done since last meeting
  - Storm Related Issues
    - 1. A hole developed after the storm. Pete contacted Rodda about the situation.
    - 2. According to the discussion with Rodda, Rodda will replace the culvert and will let people know when the work will be done. Pete will also notify residents about the road work so they are aware of the upcoming work. Rodda will need to order a culvert for the project.
  - Road Meeting
    - 1. A motion was made by Jon Olson, seconded by Kurt Johnson, and passed with a unanimous vote to complete the following projects:
      - 1. authorize Peter Olson to grade roads as needed;
      - 2. apply 7-10 loads of class 5 on Nelson Road (Peter Olson will contact Rodda and Floyd about the project)
      - 3. apply gravel to the second half of Salo Road
    - 2. A motion was made by Jon Olson and seconded by Kurt Johnson to accept the brushing quote from Rick McRae for the following work. The motion further stated that Rick will complete two roads. If the work is deemed acceptable, Road Foreman Peter Olson will authorize the remaining roads be completed for the amounts shown below:
      - 1. Johnson Road, 5741 North...\$400
      - 2. Johnson Road, 5741 South...\$1400
      - 3. Nelson Road, 5742...\$1650
      - 4. Twp 5743...\$1400
      - 5. Schelin Road, 5744 North...\$2240
      - 6. Schelin Road, 5744 South...\$400
      - 7. West Schelin Road, 5746...at township board's discretion
      - 8. Salo Road, 5747...\$1,200

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9. Townline Road, 5748...\$1,300
10. Total of all brushing \$9,900
- Other work
  1. A discussion was held about the signage of dead end road. Peter Olson will check with the County about the costs of signage.
  2. The turnaround has been completed on South Johnson Road. Floyd Olson felt that additional material might not be necessary. The project will be monitored by the Road Foreman
- Cooperative Maintenance Agreement was returned once it was completed by the County. No additional action was needed.
- Right-of-way Mowing
  - Last year the right of ways were mowed by Jon Olson for \$675 and the cost of insurance. A posting was made for the right of way mowing, but only one quote was received. Since the roads need to be brushed and the only quote was from Jon Olson, a motion was made by Kurt Johnson, seconded by Jon Olson, to continue the contract from last year so the right of ways are mowed in a timely manner. If the board waits until a new supervisor is appointed, the roads may not be mowed this year. The motion carried.
3. Town Hall
  - Water Softener
    - Jon Olson talked with Arrowhead Water about the rust condition of the water. It will cost approximately \$3,500 to install a water softener and iron filter at the town hall. An additional service is offered to service the unit or approximately \$40 every three months. Kurt Johnson made a motion, which was seconded by Jon Olson, to sign a contract with Arrowhead Water for the installation and service agreement. The motion carried unanimously.
  - Painting
    - Jon Olson made a motion to pay \$150 for labor to paint the front and back ramps and posts. Kurt Johnson seconded the motion, which passed with a unanimous vote.
  - Cabinet for files
    - Cabinets are still needed for township files. Kurt Johnson will check at Sam's Club to see what is available.
  - Storm damage
    - Kurt Johnson removed trees at the Town Hall after the recent storm.
4. Elections
  - Primary Election
    1. Election Supplies have been picked up by the Clerk
    2. Training for all election judges was completed at three separate trainings by the County and Clerk. New Independence will have seven judges trained for the upcoming elections
    3. AutoMark Testing was completed before the Board of Supervisors' Meeting. All test ballots were accurate and the machine is ready for the election on August 9, 2016.

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- General Election and Township Election
  - Election is November 8, 2016, with polls open from 7:00 am to 8:00 pm
  - Reminder: Date for Township Board of Canvass is November 14 at 7:00 pm
  - A notice will be submitted to the Voyager for the General Election as well as the required posting.
- 5. District 10 Meeting will be held on August 25, 2016, at Grand Lake Town Hall. Registration starts at 5:30pm with the meeting beginning at 6:00. Kurt Johnson made a motion to pay mileage and meeting rate for any officer attending the meeting. Jon Olson seconded the motion, which passed by a unanimous vote.
- 6. The clerk met with the County to ensure that the classification of State tax forfeited land did not include the Town Hall property. She was concerned that the posting on the back door might have indicated that the Town Hall property was involved in the tax forfeiture; the Town Hall is not included in that forfeiture.
- 7. Open Supervisor's Position
  - A meeting has been posted and is scheduled for August 17, 2016 at 7:00 pm. The committee will consist of Supervisors Kurt Johnson and Jon Olson as well as Clerk Sandra Lee Olson. A recommendation will be brought back to the next board meeting.
- 8. Couri & Ruppe Legal Seminar will be held on Saturday, October 1, 2016, at the Cotton Town Hall. Officers interested in attending can register directly on the website ([www.couriruppe.com](http://www.couriruppe.com)) on the "Township Legal Seminar" or by calling Kathy at (763) 497-1930. Kurt Johnson made a motion a motion to pay meeting rate and mileage for any elected official wishing to attend. Jon Olson seconded the motion and a unanimous vote followed in favor of the motion.

New Business

1. Email addresses with GoDaddy are not sufficient. Kurt Johnson made a motion authorizing the clerk to set up new emails through another service. Jon Olson seconded the motion, which passed with a unanimous vote.
2. There is Planning Commission Vacancy. No one on the Board was interested in filling the position at this point.
3. A Planning Commission Public Hearing will be held on August 11, 2016, at 10:15 am. Kurt Johnson made a motion, which was seconded by Jon Olson, to not send a representative from New Independence. The motion carried.

There were no Officer Reports for the previous month.

Kurt Johnson asked for a motion for adjournment, which was offered by Jon Olson, seconded by Kurt Johnson, and passed. Kurt declared the meeting adjourned at 8:39 pm.

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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**

September 12, 2016                      November 1, 2016

October 3, 2016                         December 5, 2016

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

August 25, 2016.....MAT District 10 Meeting .....Grand Lake Town Hall

.....Registration starts at 5:30 pm

September 21, 2016 10:35 AM MAT Fall L&R.....St. Cloud Holiday Inn