

Minutes

**Town of New Independence
Board of Supervisors' Meeting
New Independence Town Hall
October 3, 2016**

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

At 7:00 PM Chairman Kurt Johnson called the October Board of Supervisors' Meeting to order with all Board members present—Supervisors: Kurt Johnson, Jon Olson, and Mike Ruhland; Treasurer Peter Olson; and Clerk Sandra Lee Olson

Following the Pledge of Allegiance, Jon Olson made a motion, which was seconded by Mike Ruhland, to accept the Agenda as printed. The motion carried with a unanimous vote in favor of accepting the Agenda.

Minutes of the September 12, 2016, monthly Board of Supervisors' Meeting were read into the record by Clerk Sandra Lee Olson. Jon Olson made a motion to accept the minutes as read. The motion was followed by a second offered by Mike Ruhland and a unanimous vote in favor of the motion.

Following the reading of Treasurer's Report by Peter Olson, Mike Ruhland offered a motion to accept the report—subject to audit. A second was offered by Jon Olson, and the motion was passed by a unanimous vote in favor of the motion. It was noted that the statement date on the first page, which is shown below, should have read "Online Balance as of September 30, 2016" instead of "Online Balance as of August 31, 2016". His report also included additional pages (Cash Control Statement, Outstanding Checks and Deposits in Transit Report, and Current Investments with Accrued Interest) that are filed with other documents from the meeting.

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Cash Accounts							
			Statement Date	Interest	Previous Balances	Current Balances	
Wells Fargo Business Checking xxxxxx1054 (EFT)			Online Balance as of August 31, 2016		\$ 28,273.47	\$ 3,000.00	
Wells Fargo Business Checking xxxxxx3050 (Primary)			Online Balance as of August 31, 2016	\$ 0.07	\$ 6,532.01	\$ 8,872.84	
Total Balance for Checking Accounts					\$ 34,805.48	\$ 11,872.84	
Wells Fargo Business Savings xxxxxx6624			Online Balance as of August 31, 2016	\$ 1.05	\$ 28,916.47	\$ 44,190.99	
Total Balance for Cash Accounts					\$ 1.12	\$ 63,721.95	
Investments-CDs							
			Statement Date	Interest/ Penalty	Previous Balance	Current Balance	
WF CD1 xxxxxx8954 (matures 8/20/2018)	0.17%		Online Balance as of August 31, 2016	\$ 9.93	\$ 25,994.18	\$ 26,004.11	
WF CD2 xxxxxx8962 (matures 8/20/2018)	0.17%		Online Balance as of August 31, 2016	\$ 9.93	\$ 25,994.18	\$ 26,004.11	
WF CD6 xxxxxx0876 (matures 11/28/2017)	0.55%		Online Balance as of August 31, 2016	\$ 11.92	\$ 25,521.07	\$ 25,532.99	
Total of All CDs					\$ 31.78	\$ 77,509.43	\$ 77,541.21
Total of CDs and Savings					\$ 106,425.90	\$ 121,732.20	
Total of all accounts with checks outstanding (Cash Accounts and CDs)						\$ 133,605.04	
The following transfers were completed in September							
				Amount on Statement			
9/8/2016	Money Transferred from EFT Checking to Savings		General Fund to General Fund	\$ 25,373.47			
9/8/2016	Money Transferred from Savings to EFT to prevent service charge		General Fund to General Fund	\$ 100.00			
9/12/2016	Money Transferred from Savings to Primary Checking		General Fund to General Fund	\$ 10,000.00			
The following receipts were received and deposited in September							
9/12/2016	State of Minnesota DAR		General Fund	\$ 122.00			
Total				\$ 122.00			

Sandra Lee Olson read her Clerk's Report into the record. Her entire report (Cash Balance Statement, Cash Control Statement, Outstanding Checks and Deposits in Transit Report, and Current Investments) was placed on file with other documents from the meeting. While the Cash Balance Statement showed a negative balance, the General Fund has a positive balance when Investments are included in the calculations.

The following items of Incoming Correspondence were presented to the Board:

1. Alborn Fire Department...minutes from the August 31, 2016, meeting
2. St. Louis County Association of Townships
 - minutes of the April 27 meeting
 - minutes of the May 25 Annual Meeting
 - calendars
3. St. Paul Stamp Works, Inc....brochure with municipal supplies for 2017
4. Lake Country Power...monthly power bill showing a credit of \$30.94 (does not show credit from check sent last month)
5. Public Employees Retirement Association...monthly reporting form
6. Frontier Communications...monthly phone service for \$63.66
7. Margaret Dunsmore...LBAE training
8. SLCAT...training and conference

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9. Carlson Concrete...an invoice (\$481.20) for a culvert to be installed on Nelson Road.

Approval of Payroll/Claims

At the September meeting a motion was made, seconded, and approved to send \$250 to the South Ridge Fifth Grade. That check was issued on September 12 and delivered to the fifth grade teacher.

3840. South Ridge School-----\$250.00

After Kurt Johnson read the Payroll into the record, Kurt Johnson made a motion to pay the Payroll as presented. Mike Ruhland seconded the motion, a unanimous vote was cast in favor of the motion, and the payroll was submitted to the Treasurer for payment.

3841. Payroll ----- \$125.00
3842. Payroll ----- \$74.84
3843. Payroll ----- \$36.94
3844. Payroll ----- \$74.84
3845. Payroll ----- \$74.84
3846. Payroll ----- \$321.91

The following Claims were read into the record by Kurt Johnson. Jon Olson made a motion to pay the claims. Mike Ruhland seconded it. A unanimous vote was cast, and the claims were submitted to the Treasurer for payment. It should be noted that the numbers listed on the Agenda were incorrect. The correct claim/check numbers are listed below:

3847. Jon Olson ----- \$137.00
3828. Public Employee Retirement Association ----- \$96.90
3829. Frontier ----- \$63.66
3830. Carlson Concrete Products----- \$481.20

Unfinished Business

1. Cemetery
 - Kurt Johnson reported that the stump was ground up after the trees were taken down.
2. Roads
 - Peter reported that the work done since last meeting included the culvert installation on Nelson Road and all roads were graded by Rodda.
 - Rick McRae is to start brushing on or before October 17 as agreed to when the contract was awarded. Peter will inspect the Townline and Salo Roads prior to authorizing the remaining brushing to be completed.
 - Some gravel is going to be needed on Nelson Road.
 - The Board is considering a turnaround and signage for a dead end road on South Schelin Road. This is not likely to happen until the spring of 2017 due to the lateness of the season.
3. Town Hall

- The key was delivered by the Clerk to Arrowhead Water so the company can deliver salt for the iron and water softener.
 - Jon Olson made arrangements for a plumber to work on the Town Hall bathroom. The plumber did not follow through as promised so Jon will contact another plumber to deal with the problem. Kurt expressed concern that the bathroom should be operating before the next election.
 - The ramps, porches, and railing have been painted by Michael Gales. The weather slowed the process so the doors will be painted next spring.
 - Sandra Lee Olson has looked at local office supply companies for suitable files to house the files. The cabinets that are suitable were too expensive while those that fell within the budget did not meet the needs. A discussion was held on other options that are suitable for file storage—a lot more money for storage units or build a closet area. The Board will continue the discussion at the November meeting.
 - Kurt Johnson made a motion to set aside October 12 (6:30 PM) for Clean up Day at the Town Hall. His motion also included paying those who worked on the clean up at the meeting rate. Jon Olson seconded the motion, which was passed by a unanimous vote.
4. Email Update
 - Sandra Lee Olson reminded officers that they will need to go online and complete the registration through text messaging.
 5. Board of Canvass
 - The Town Election will be held on November 8, 2016, in conjunction with the General Election. By law, the Town Board must meet to verify the results of the township. The Board previously set the Board of Canvass for November 14, 2016 at 7:00 PM

New Business

1. LBAE Training
 - Margaret Dunsmore from the St. Louis County Auditor's Office notified New Independence via an email that Local Board of Appeal and Equalization is being offered online. Since Mike Ruhland is the only supervisor who is not currently certified, Kurt Johnson made a motion to pay meeting rate of \$80 to Mike once he completes the course. Jon Olson seconded the motion, which was subsequently passed with Mike abstaining from the vote. Once Mike completes the course, he should receive a certificate of completion.
2. MAT Conference
 - The Minnesota Association of Townships Conference is going to be held in St. Cloud in November. Sandra Lee Olson won a registration for the conference from the SLCAT last spring. When she asked Cathy Rouleau and Sandy Nelson about the prize, they did not know exactly what Sandra Lee had won and promised to get back to her. She will check again with SLCAT and report back to the Board at the November meeting.
3. SLCAT Meeting Dates
 - Sandra Lee Olson noted that dates for St. Louis County Association of Township meeting dates have been added to the Agenda and related Minutes for the Board members' convenience.
4. Minute and Payroll Seminare

- Cathy Rouleau and Sandy Nelson of SLCAT are offering a seminar for Clerk and Treasurers to be held on October 12, 2016, at Cotton Community Center. Jon Olson made a motion, which was seconded by Mike Ruhland, to pay meeting rate and mileage for the clerk to attend. The motion carried unanimously.

Officer Reports

There were no reports from officers from meetings held outside the regular board meeting.

At 8:08 Kurt Johnson declared the meeting to be adjourned after a motion by Mike Ruhland, second by Jon Olson, and a unanimous vote in favor of adjournment.

Minutes submitted for approval on _____

Clerk's Signature _____

Chair of the Board of supervisors' Signature _____

UPCOMING MEETINGS

Board of Supervisors' Meetings for 2016

November 1, 2016

December 5, 2016

2016-2017 SLCAT Calendar

October 12, 2016	Minutes and Payroll Seminar Cotton Comm. Center 5-6//6-8pm
October 26, 2016	SLCAT Oct. Mtg. Cotton Community Center 6:30 pm November Election participants & Enbridge Up-Date
November 17-19, 2016	MAT Annual River's Edge Convention Center St. Cloud
December 7, 2016	SLCAT Dec. Mtg. Cotton Comm.Center 6:30 pm (Cindy M – Speaker) (Decide on Lobby Day – schedule bus and reserve room @ St. Paul)
January 25, 2017	SLCAT Jan.Mtg. Cotton Comm.Center 6:30 pm (Megan Julin.- Speaker)
February 22, 2017	SLCAT Feb.Mtg.Cotton Comm.Center 6:30 pm (Philip Lobb-Speaker)
March 22, 2017	SLCAT Mar.Mtg. Cotton Comm.Center 6:30 pm (Sue H. – Speaker)
April 26, 2017	SLCAT Apr.Mtg. – <u>WHITE TWP. 6:30 PM (White Twp – Speaker)</u>
May 24, 2017	SLCAT May Mtg. Cotton Comm.Center 5:30 pm/ Socializing 6pm Mtg. /Election of Officers/6:30 Dinner/7pm Speaker