

MINUTES

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

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

The monthly Board of Supervisors' Meeting was called to order at 7:02 pm by its chair, Kurt Johnson. Kurt noted that all officers (Supervisors Kurt Johnson, Jon Olson, and Mike Ruhland; Treasurer Peter Olson; and Clerk Sandra Lee Olson) were present.

Following the Pledge of Allegiance, Jon Olson made a motion to accept the printed agenda. That motion was seconded by Mike Ruhland. A unanimous vote in favor of acceptance was cast.

Clerk Sandra Lee Olson read the minutes of the November 1, 2016, meeting. Following a motion by Mike Ruhland to accept the minutes as read, a second to the motion by Jon Olson, and a unanimous vote in favor of acceptance, the minutes were placed on file with the clerk.

The monthly Treasurer's Report for the month ending on November 30, 2016, was read into the record by Treasurer Peter Olson. Mike Ruhland made a motion, which was seconded by Jon Olson, to accept the report as read. A unanimous vote in favor of accepting the report was cast. The Treasurer's Report is shown below:

Cash Accounts					
		Statement Date	Interest	Previous Balances	Current Balances
Wells Fargo Business Checking xxxxxx1054 (EFT)		Online Balance as of November 30, 2016		\$ 3,000.00	\$3,000.00
Wells Fargo Business Checking xxxxxx3050 (Primary)		Online Balance as of November 30, 2016	\$ 0.23	\$ 6,356.23	\$ 30,131.86
		Total Balance for Checking Accounts		\$ 9,356.23	\$ 33,131.86
Wells Fargo Business Savings xxxxxx6624		Online Balance as of August 31, 2016	\$ 0.30	\$ 44,190.99	\$ 14,192.49
		Total Balance for Cash Accounts	\$ 0.53	\$ 53,547.22	\$ 47,324.35
Investments-CDs					
		Statement Date	Interest/ Penalty	Previous Balance	Current Balance
WF CD1 xxxxxx8954 (matures 8/20/2018)	0.17%	Online Balance as of November 30, 2016	\$ 9.95	\$ 26,013.73	\$ 26,023.68
WF CD2 xxxxxx8962 (matures 8/20/2018)	0.17%	Online Balance as of November 30, 2016	\$ 9.95	\$ 26,013.73	\$ 26,023.68
WF CD6 xxxxxx0876 (matures 11/28/2017)	0.55%	Online Balance as of November 30, 2016	\$ 11.93	\$ 25,544.54	\$ 25,556.47
		Total of All CDs	\$ 31.83	\$ 77,572.00	\$ 77,603.83
		Total of CDs and Savings		\$ 121,762.99	\$ 91,796.32
		Total of all accounts with checks outstanding (Cash Accounts and CDs)			\$ 124,928.18
Receipts					
Dec 2 2016	St. Louis County Tax Apportionment (not included above)		\$19,363.47		
	St. Louis County Tax Apportionment Advance				
Dec 2 2016	(not included above)		\$559.59		
Nov 2, 2016	Money was transferred from Savings to Checking		\$30,000.00		
Interest from October that wasn't on last month's report					
Oct 31 2016	Checking	\$	0.05		
Oct 31 2016	Savings	\$	1.12		

The prepared agenda indicated that there would not be a Clerk's Report, because the clerk could not balance CTAS with the Treasurer's Report. However, after the agenda was printed, Clerk

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Sandra Lee Olson was able to balance her Clerk's Report from CTAS with the Treasurer's Report. Mike Ruhland made a motion to accept the Clerk's Report as presented. Following a second to the motion by Jon Olson, a unanimous vote was cast in favor of acceptance of the report, subject to audit. Typically, the Clerk's Report is multiple pages in length, however, the report for December was only one page in length and is shown below:

Town of New Independence Clerk		Cash Control Statement				12/5/2016	
For the Period: 1/1/2016 To 11/30/2016							
Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	(\$7,459.57)	\$120,021.84	\$103,485.28	\$9,076.99	\$146.01	\$7.50	\$8,938.48
Road and Bridge	\$29,450.41	\$7,329.83	\$13,086.86	\$23,693.38	\$0.00	\$0.00	\$23,693.38
Sowie Cartway Bond Fund	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00
Total	\$22,490.84	\$127,351.67	\$116,572.14	\$33,270.37	\$146.01	\$7.50	\$33,131.86

In addition to monthly duties, the clerk reported that she completed the following items during the month of November.

- November 2, 2016: met with the furnace repairman for 1 hour at the town hall
- November 7, 2016: met with the furnace repairman for 1.5 hours at the town hall
- November 8, 2016: conducted the General Election from 6 am until midnight
- November 9, 2016: returned the ballots to the County Auditor in Duluth (1.5 hours)
- November 9, 2016: met with the fiber optics installer for 2 hours at the town hall

Incoming Correspondence

1. St. Louis County...breakdown of tax apportionment received on December 1, 2016
2. Rodda Grading and Excavating...statement from October 29, 2016 showing an amount due of \$1,833.00
3. Randall's Heating and Cooling...statement showing a balance due of \$697.00
4. Frontier Communications...monthly phone statement showing a balance due of \$63.45
5. Minnesota Association of Townships...*Minnesota Township Insider*
6. University of Minnesota/Minnesota Turf and Grounds Foundation...*MTGF Clippings*
7. Margaret Dunsmore
8. St. Louis County...Aquatic Invasive Species Program
9. Kristin Fogard, County Ag Inspector...information on noxious weed control
10. McRae Land Improvements...bill for brushing
11. Summit Mechanical Service...notice of account payment
12. Rinke Noonan...information on Drainage and Wetland Conference, February 13, 2016, River's Edge Convention Center, St. Cloud, MN
13. Arrowhead Water Conditioning...invoice for salt (\$43.80)
14. Lake Country Power...*Strictly Business*, newsletter

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15. Federated Co-ops...statement showing a credit of \$1,226.86
16. Lake Country Power...monthly statements showing a credit of \$179.42
17. Public Employees Retirement Association...monthly reporting form
18. Minnesota Association of Townships Agency...Workers' Compensation Renewal Invoice and Audit
 - Workers' compensation premium is due by January 1, 2017 (\$359.00)
 - Audit form is due by January 31, 2017
19. Jay Tremblay...quote for snowplowing (\$30/time for each site—Town Hall, cemetery)
20. Alborn Fire Department...minutes of the October 26, 2016, meeting
21. Jim Witkowski... quote for 2017 mowing service. Jim submitted the following quote, which is the same of 2016:
 - Old portion of the cemetery--\$75.00 per mowing
 - New portion of the cemetery--\$45.00 per mowing
 - Town Hall--\$65.00 per mowing

Approval of Payroll/Claims

After Chair Kurt Johnson read the following Payroll amounts into the record, Jon Olson made a motion to pay the claims as submitted. Mike Ruhland seconded the motion, which was subsequently passed by a unanimous vote in favor of payment. All payroll items were submitted to the Treasurer for payment.

3876.	Payroll -----	\$149.68
3877.	Payroll -----	\$187.10
3878.	Payroll -----	\$163.71
3879.	Payroll -----	\$493.51
3880.	Payroll -----	\$74.84
3881.	Payroll -----	\$36.94

Following the reading of the Claims by Chair Kurt Johnson, Mike Ruhland made a motion to pay the claims as presented. Jon Olson seconded the motion, and a unanimous vote in favor of paying the claims was cast. All claims were submitted to the Treasurer for payment.

3882.	Karen Witkowski-----	\$187.50
3883.	Christopher Olson-----	\$262.50
3884.	Joyce Greer-----	\$262.50
3885.	Jim Witkowski-----	\$75.00
3886.	Rodda Excavating and Grading -----	\$1833.00
3887.	Jon Olson -----	\$145.02
3888.	McRae Land Improvements -----	\$9,900.00
3889.	Mike Ruhland-----	\$21.63
3890.	Peter Olson -----	\$50.75
3891.	Sandra Lee Olson -----	\$43.20
3892.	Public Employees Retirement Association-----	\$152.50
3893.	Frontier Communications -----	\$63.45
3894.	Randall Heating and Cooling-----	\$697.00
3895.	Town of Alborn -----	\$9020.40
3896.	Sandra Lee Olson -----	\$151.90

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3897. Arrowhead Water Services -----	\$43.80
3898. MATIT-----	\$359.00

Unfinished Business

1. Cemetery
 - Kurt Johnson reported that there was nothing to report related to the cemetery.
2. Roads
 - Road Foreman Peter Olson stated that the roads are generally good condition except for 5743, which has a washboard effect. The brushing of all town roads has been completed and inspected. Rick McRae will be paid for his services.
3. Town Hall
 - Jon Olson reported that the paper towel dispenser has been installed, and there is an adequate supply of paper toweling. Kurt Johnson made a motion, which was seconded by Mike Ruhland, to purchase plastic shovels for the Town Hall. The motion carried by a unanimous vote. Shovels will be purchased.
4. Paperwork for New Officer will be completed next month because it was not included in materials for the meeting.
5. Election
 - Board of Canvass was held on November 14, 2016, and the following individuals were declared the winners:
 - Supervisor A (four-year term): Kurt Johnson
 - Supervisor B (four-year term): Jon Olson
 - Supervisor C (two-year term to fill a vacancy): Mike Ruhland
 - Treasurer (four-year term): Peter Olson
 - Campaign Financial Reports were filed by all candidates and Certificates of Election were given to officers when all paperwork was completed.
 - Oath of Office will be given before next month's meeting. Officers must take the oath prior to assuming the positions.
 - MAT paperwork for current officers was completed and will be returned. As part of that paperwork, Mike Ruhland was submitted for the position left vacant when Mike Maish resigned, and Kurt Johnson was listed as Chair of the Board.

New Business

1. Calendar Dates for 2017 were set by the Board. Mike Ruhland made a motion, which was seconded by Jon Olson and passed by a unanimous vote, to set the following dates as meeting dates for 2017:

January 9	May 1	September 11
February 6	June 5	October 2
March 6	July 10	November 1
April 3	August 7	December 4

The Annual Meeting will be held on March 14. The Local Board of Appeal and Equalization will be set by the County.

2. Snowplowing
 - The only quote for snowplowing was received from Jay Tremblay. Jon Olson made a motion, which was seconded by Mike Ruhland, to contract with Jay Tremblay to plow the Town Hall and Cemetery. He will be compensated for plowing the Town Hall at a \$30/plowing rate and the cemetery at a \$30/plowing rate. The motion was passed by a unanimous vote. Jay was at the meeting so he knows he was awarded the snowplowing position for the 2016-2017 winter season.
3. Weed Inspector
 - The township received a notice from the County about weed inspection. In the past, New Independence has not had an official inspector acting on behalf of the Board. Kurt Johnson agreed to call and clarify what the Town Board needs to do.
4. Fire Department
 - Jay Tremblay informed the Board that every home in the township should have received a 2017 calendar and magnet.

There were no Officer Reports to present at the meeting.

At 8:13 pm Mike Ruhland made a motion, which was seconded by Jon Olson, to adjourn the meeting. Following a unanimous vote in favor of adjournment, Kurt Johnson declared the meeting to be adjourned.

Minutes submitted for approval on _____

Clerk's Signature _____

Chair of the Board of supervisors' Signature _____

UPCOMING MEETINGS

Board of Supervisors' Meetings for 2016

January 9	May 1	September 11
February 6	June 5	October 2
March 6	July 10	November 1
April 3	August 7	December 4

2016-2017 SLCAT Calendar

December 7, 2016	SLCAT Dec. Mtg. Cotton Community 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 Community Center 6:30 pm (Megan Julin.- Speaker)
February 22, 2017	SLCAT Feb. Mtg Cotton Community Center 6:30 pm (Philip Lobb- Speaker)
March 22, 2017	SLCAT March Mtg. Cotton Community Center 6:30 pm (Sue H. – Speaker)

April 26, 2017
May 24, 2017

SLCAT Apr. Mtg –***WHITE TWP. 6:30 PM (White Twp – Speaker)***
SLCAT May Mtg. Cotton Community Center 5:30 pm/ Socializing
6pm Mtg. /Election of Officers/6:30 Dinner/7pm Speaker

Unofficial