

MINUTES

**Town of New Independence
Board of Supervisors' Meeting
New Independence Town Hall
March 2, 2015**

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

Chairman Mike Maish called the meeting to order and noted that all officers were present— Supervisors: Kurt Johnson, Michael Maish, and Jon Olson; Treasurer Peter Olson; and Clerk Sandra Lee Olson.

Following the Pledge of Allegiance, the clerk read the minutes of the February 2, 2015, meeting. Kurt Johnson made a motion, which was seconded by Mike Maish, to approve the minutes as read with the addition of “for” on the third page. The sentence was corrected to read, “Furniture for the Town Hall for the officers.” The motion was approved by a unanimous vote.

Treasurer Peter Olson presented a one-page Treasurer’s Report showing the breakdown of money in the various accounts at Wells Fargo. A copy of the report is shown below:

Cash Accounts								
		Statement Date	Interest Received		Previous Balances	Current Balances		
Wells Fargo Business Checking xxxxxx3050		Online Balance as of February 27, 2015	\$ 0.12		\$ 18,279.06	\$ 17,703.20		
Wells Fargo Business Checking xxxxxx1054		Online Balance as of February 27, 2015	\$ -		\$ 2,000.00	\$ 2,988.00		
Total Balance for Checking Accounts					\$ 20,279.06	\$ 20,691.20		
Wells Fargo Business Savings xxxxxx6624		Online Balance as of February 27, 2015	\$ 1.24	\$ 2.60	\$ 53,656.83	\$ 53,657.07		
Total Balance for Cash Accounts					\$ 1.36	\$ 2.60	73,935.89	74,348.27
Investments-CDs								
		Statement Date	Interest Received	2015 Interest	Previous Balance	Current Balance		
Wells Fargo CD xxxxxx8954 (matures 8/20/2018)	0.17%	Online Balance as of February 27, 2015	\$ 9.87	\$ 19.73	\$ 25,809.60	\$ 25,819.47		
Wells Fargo CD xxxxxx8962 (matures 8/20/2018)	0.17%	Online Balance as of February 27, 2015	\$ 9.87	\$ 19.73	\$ 25,809.60	\$ 25,819.47		
Wells Fargo CD xxxxxx0801 (matures 11/28/2019)	0.35%	Online Balance as of February 27, 2015	\$ 7.45	\$ 14.90	\$ 25,063.67	\$ 25,071.12		
Wells Fargo CD xxxxxx0845 (matures 11/28/2019)	0.35%	Online Balance as of February 27, 2015	\$ 7.45	\$ 14.90	\$ 25,063.67	\$ 25,071.12		
Wells Fargo CD xxxxxx0868 (matures 11/28/2016)	0.25%	Online Balance as of February 27, 2015	\$ 5.33	\$ 10.67	\$ 25,135.81	\$ 25,141.14		
Wells Fargo CD xxxxxx0876 (matures 11/28/2017)	0.55%	Online Balance as of February 27, 2015	\$ 11.82	\$ 23.64	\$ 25,299.76	\$ 25,311.58		
Total			\$ 51.79	\$ 103.57	\$ 152,182.11	\$ 152,233.90		
Total of All Accounts (with checks/deposits outstanding)					\$226,118.00	\$ 226,582.17		
Deposits made during February 2015:								
2/27/2015	Transfer from Checking to Checking to meet minimum		\$1,000.00	(\$3,000 is needed or there is a service charge of \$12)				
2/24/2015	St. Louis County Road Aid Adjustment							
		Road & Bridge Fund	\$20.35					
2/17/2015	St. Louis County Road Aid							
		Road & Bridge Fund	\$2,531.54					

Clerk Sandra Lee Olson presented the Clerk’s Report for the month of February. Because the Treasurer was not able to print his usual report, the clerk printed forms that usually are included in the Treasurer’s Report. The full report was placed on file with other documents from the meeting. The fund balances in the cash accounts are shown below:

- General Fund.....(\$4,211.15)
- Road and Bridge Fund\$24,402.35
- Sowle Fund\$500.00

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The clerk reported that she did not transfer the \$5,000 as requested by the Board. Later in the meeting, the Board decided to rescind the transfer because the 2014 Taconite Production Tax-2015 Distribution will bring the General Fund up to a positive figure.

Since the February Meeting, the clerk completed and submitted the PERA Exclusion Report on February 3, 2015.

Incoming Correspondence

1. Federated Co-ops, Inc.
 - statement showing a balance due of \$10.69 for tank lease
 - delivery invoice for LP for a total of \$569.68
2. Lake Country Power...monthly invoice showing a credit of \$217.70
3. Country Enterprises, Inc....ad for roadside markers
4. Voyageur Press, Inc....invoice for legal ad (Notice of Annual Meeting) for \$70.39
5. Minnesota Association of Townships...notice of 2015 Spring Short Courses
6. St. Louis County Association of Townships...minutes of the January meeting and information about the Duluth & St. Louis County at the Capitol Legislative Breakfast which was held on February 26
7. St. Louis County...check for Town Road Aid Adjustment in the amount of \$20.35
8. Public Employees Retirement Association
 - Monthly Salary Deduction Report
 - Letter acknowledging the receipt of the PERA 2014 Exclusion Report
9. John Walsburg...letter requesting donation for the elementary football program at South Ridge
10. South Ridge PTSO...request for donation for scholarships
11. Alborn Fire Department...minutes from the January 28, 2015 business meeting
12. St. Louis County/Planning and Community Development Department...notice of Planning Commission Public Hearing on March 12, 2015, regarding the Proposed Draft of the St. Louis County Zoning Ordinance 62
13. St. Louis County Auditor...check for 2014 Taconite Production Tax-2015 Distribution in the amount of \$6745.00
14. St. Louis County Assessor's Office...notice of Annual Board of Appeal & Equalization has been tentatively set for May 6, from 6-7 pm
15. Department of Treasury...check for overpayment (\$477.31)
16. Karppinen Construction...proposal for bathroom remodel to the specification set by the Town Board was \$5,250 (a \$1,000 electrical allowance was included).

Approval of Payroll/Claims

After Chair Mike Maish read the Payroll for March, Kurt Johnson made a motion, which was seconded by Mike, to pay the payroll. The motion carried unanimously and was submitted to the treasurer for payment.

3520.	Kurt Johnson	-----	\$149.68
3521.	Michael Maish	-----	\$149.68
3522.	Jon Olson	-----	\$74.84
3523.	Peter Olson	-----	\$121.61

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3524. Sandra Lee Olson-----\$294.15

The Claims were read into the record by Chairman Maish. Jon Olson made a motion, which was seconded by Mike Maish, to pay the Claims as read. The motion carried and the claims were submitted to the treasurer for payment.

3525. Michael Maish ----- \$17.25
 3526. Public Employees Retirement Association -----\$144.00
 3527. Federated Co-ops ----- \$10.69
 3528. Voyageur Press, Inc. ----- \$70.39
 3529. Sandra Lee Olson (original amount was adjusted) ----- \$1283.61*
 *The program reported a different figure than the amount listed on the claim.
 3530. Frontier Communication ----- \$70.00
 3531. United States Postal Service----- \$54.00

The clerk reported to the Board that after bills are paid tonight and deposits made, the balances will be:

- General Fund ----- (\$4,199.15)*
 - Road & Bridge ----- \$24402.35
 - Sowle Fund ----- \$500.00
- * This does not include the 2015 Distribution of the 2014 Taconite Production Tax. Mike made a motion to rescind the transfer from savings to checking at this time. Jon seconded the motion, which passed by a unanimous vote.

In addition, after credit for the service charge is given, checking balances will be:

- Original checking ----- \$18,691.20
- EFT Checking ----- \$3,000.00

Unfinished Business

1. Cemetery
 - The clerk has the deeds completed and needs to find addresses for a few of them before mailing the documents to individuals. The mailing should go out by March 9.
2. Roads
 - Mike reported that roads were not checked during the past month because there were no snowstorms or complaints from residents.
3. Town Hall
 - Furniture for the Town Hall
 - Kurt reported that the conference table and chairs from Schneiderman's will be available to the township when a new one is purchase for Schneiderman's conference room. Kurt didn't know the price but was told it would be very reasonable.
 - A discussion was held about a suitable storage unit for minutes and claims. Because the documents are official documents, the general consensus was to purchase a safe which would offer fire protection. Mike will continue to look for a suitable unit with the new guidelines.

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- Bathroom remodel
 - A motion was made by Mike Maish, seconded by Jon Olson, to hire have Karppinen Construction complete the bathroom remodel project for \$5,250. The motion passed by a unanimous vote.
- 4. Computer for Treasurer
 - Surface Pro3
 - The treasurer purchased a Surface Pro3 to be used for the CTAS program. The cost of the new computer was \$1111.07. The computer was selected over a Mac system because dividing the hard drive opens the computer to viruses usually associated with PCs.
 - Excel
 - In order to run the basic Treasurer's Report, Excel will need to be purchased. Mike made a motion, which was seconded by Jon, to purchase Microsoft Office through a downloaded version. This updated version can be used by the treasurer and clerk.
- 5. PO Box for township mail
 - The clerk reported that the box (\$36/6 month or \$72/year) that the Board was originally considering was likely too large for the township's needs. Instead, a smaller box will cost \$48/year and \$6 for keys. The clerk will make the arrangements for the smaller box.
- 6. Annual Meeting
 - The Agenda from 2014 was reviewed and a few changes made to meet this year's needs. The clerk will use the suggestions as she develops the agenda for March 10.
 - A discussion was held regarding the 2016 Levy. Since the Road and Bridge Fund has substantial funds, Mike made a motion to recommend the 2016 Levy stay the same with the breakdown changing between the General Fund and Road and Bridge Fund. The recommendation of the Board would be for a 0% increase in the Levy with \$40,153 being dedicated to the General Fund and \$8,000 being allocated to the Road and Bridge Fund. The maintenance projects will be covered by the money already in the Fund and the incoming money would offset the snowplowing. Jon seconded the motion, which subsequently passed by a unanimous vote.
- 7. Fire Hall Addition
 - MAT opinion
 - Sandra Lee reported that she had talked with the MAT attorney about the request for money to put an addition onto the Alborn Fire Hall. In the discussion, she was told that the Town of New Independence could go beyond its commitment to the Joint Powers and give money for the new Fire Hall. She was also told that townships do not have referendums but obtain money through the levy set at the Annual Meeting. If the residents approve the project and increase the levy for the project, the supervisors are the final decision makers in determining the feasibility and appropriateness of the expenditure.
 - A meeting has been set for March 9, 2015, 7 pm, at the Alborn Town Hall. At that time, the Joint Powers will discuss the Fire Hall addition and options available to the two townships.

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New Business

1. Short Course
 - Mike made a motion to pay registration, meeting rate, and mileage for any officer wishing to attend the MAT Short Course which will be held at Black Bear, April 3, 9 am – 3:00 pm. The motion was seconded by Kurt and passed by a unanimous vote.
2. Board of Audit
 - The Supervisors audited the clerk's records for 2014 and found them to agree with bank statements and claims. Each supervisor signed the documents and they were placed on file with the clerk.
3. Mowing
 - Mike suggested that a posting be completed for mowing at the Town Hall and Cemetery so the Board can act on quotes at the next meeting. The clerk will make the posting.
4. Annual Meeting of the St. Louis County Association of Townships
 - Mike will make a dinner bell as a donation for the Annual Meeting.

Officer Reports

- Joint Powers Fire Meeting held on February 19 (Kurt Johnson)
- St. Louis County Association of Townships held on Feb 25 (Mike Maish)

At 8:56 pm, Jon made a motion for adjournment. Following a second by Kurt and a unanimous vote in favor of the motion, Mike 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 2015

April 6	July 6	October 5
May 4	August 3	November 2
June 1	September 14	December 7

St. Louis County Association Township Officers' Meeting (7:00 PM Meeting Time)
2015

March 25Regular MeetingCotton Community Center
April 22Annual Meeting
5:30 PM Meet and Mingle

6:00 PM Meeting

6:30 PM Meal

May 27Regular Meeting.....Greenwood Town Hall

Unofficial