

MINUTES

**Town of New Independence
Board of Supervisors’ Meeting
New Independence Town Hall
February 26, 2018**

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

At 7:00 PM, the Chair of the Board of Supervisors, Kurt Johnson, called the monthly meeting to order. Kurt noted that all officers were present and included Supervisor Kurt Johnson, Supervisor Jon Olson, Supervisor Mike Ruhland, Treasurer Peter Olson, and Clerk Sandra Lee Olson.

Following the Pledge of Allegiance, Supervisor Ruhland made a motion to accept the Agenda as printed. Supervisor Olson offered a second to the motion, which was accepted through a unanimous voice vote.

Sandra Lee Olson read the minutes of the February 26, 2018, Board of Supervisors. Upon completion, Mike Ruhland made a motion to accept the minutes as read with corrections. Jon Olson offered a second to the motion, which was subsequently passed through a unanimous vote in favor. The corrections included the following:

- First line was corrected to read:
 - “The February Board of Supervisors’ Meeting was called to order by its chair, Kurt Johnson, at 7:02 PM.”
- The punctuation for the last sentence was change to read:
 - “Kurt Johnson adjourned the meeting at 9:15 PM.

Peter Olson read the Treasurer’s Report into the record. It included the cover page which is shown below, a summary printout from the bank, Cash Control Statement from CTAS, Outstanding Checks and Deposits in Transit Report from CTAS, and Current Investments from CTAS. The entire report is filed with other documents from the meeting. After the report was presented, Kurt Johnson made a motion to accept the report—subject to audit. Mike Ruhland offered a second to the motion, which was then passed by a unanimous vote in favor.

Cash Accounts					
		Statement Date	Interest	Previous Balances	Current Balances
Wells Fargo Business Checking xxxxxx1054 (EFT)		Online Balance as of February 28, 2018		\$ 3,805.26	\$ 6,936.34
Wells Fargo Business Checking xxxxxx3050 (Primary)		Online Balance as of February 28, 2018		\$ 28,456.16	\$ 25,946.99
Total Balance for Checking Accounts				\$ 32,261.42	\$ 32,883.33
Wells Fargo Business Savings xxxxxx624		Online Balance as of January 31, 2017	\$ -	\$ 14,197.47	\$ 14,197.47
Total Balance for Cash Accounts				\$ 46,458.89	\$ 47,080.80
Investments-CDs					
		Statement Date	Interest	Previous Balances	Current Balances
WF CD1 xxxxxx8954 (matures 8/20/2018)	0.45%	Online Balance as of February 28, 2018	\$ 10.00	\$ 26,160.71	\$ 26,170.71
WF CD2 xxxxxx8962 (matures 8/20/2018)	0.45%	Online Balance as of February 28, 2018	\$ 10.00	\$ 26,160.71	\$ 26,170.71
WF CD6 xxxxxx0876 (matures 11/28/2017)	0.35%	Online Balance as of February 28, 2018	\$ -	\$ 25,712.45	\$ 25,712.45
Total of All CDs			\$ 20.00	\$ 78,033.87	\$ 78,053.87
Total of CDs and Savings			\$ 20.00	\$ 92,231.34	\$ 92,251.34
Total of all accounts with checks outstanding (Cash Accounts and CDs)			\$ 20.00	\$ 124,492.76	\$ 125,134.67

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Sandra Lee Olson presented the Clerk's Report, which included Cash Balance Statement from CTAS (shown below), Cash Control Statement from CTAS, Outstanding Checks and Deposits in Transit Report from CTAS, Schedule 8—Investment Activity from CTAS, and Statement of Receipts, Disbursements and Balances (Schedule 1) from CTAS. The entire report was placed on file with other documents from the meeting. After the report was presented, Mike Ruhland made a motion to accept the report-subject to audit. Jon Olson offered a second, and the motion was accepted by a unanimous vote.

Town of New Independence Clerk		Cash Balance Statement			2/26/2018
As of 2/26/2018					
Fiscal Year: 2018					
Name of Fund	Beginning Balance	Total Receipts	Total Disbursements	Ending Balance	
General Fund	\$21,525.18	\$1,384.85	\$4,404.56	\$18,505.47	
Road and Bridge	\$9,883.27	\$3,325.47	\$371.68	\$12,837.06	
Sowle Cartway Bond Fund	\$500.00	\$0.00	\$0.00	\$500.00	
Total:	\$31,908.45	\$4,710.32	\$4,776.24	\$31,842.53	

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

1. St. Louis County (SLC)...notice of tentative date for LBAE will be May 16, 2018, at 6-7 pm
2. Community Education...request for donation toward the opiate use, addiction prevention, and overdose reversal program to be presented at South Ridge (for Annual Meeting)
3. All-Night Chem-free Grad Party...request for donation (for Annual Meeting)
4. Public Employees Retirement Association...monthly reporting form
5. Minnesota Association of Townships (MAT)...Township Officers 2018 Spring Short Course, \$50 (on-site registration only), townships checks prewritten to Minnesota Association of Townships; parking in Duluth is paid by attendee and is \$5
 - April 5, 2018: Grand Rapids, Sugar Lake Lodge, 37584 Otis Lane
 - April 6, 2018: Duluth, DECC, 350 Harbor Drive
6. Federated Co-ops...balance due of \$387.71
7. MAT...magazine *Minnesota Township Insider*
8. Alborn Fire Department...minutes for the January 31, 2018, Fire Department meeting

The Clerk presented the following e-mails that had been received:

9. Minnesota Secretary of State...election calendar (187 pages) for townships can be viewed at <http://www.sos.state.mn.us/election-administration/election-calendars/>
10. SLC/Sarah Pierce...\$5,414 for production tax distribution
11. SLCAT...minutes from the January 2018 meeting, Lobby Day Bus Form, list of townships that have paid their dues.
12. SLC/Lora Dugas...duplicate information received regarding the LBAE

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Approval of Payroll/Claims were presented in two groups.

The first group of claims was Payroll and was read into the record by Chair Kurt Johnson. After the payroll claims were presented, Jon Olson made a motion to approve the following claims. Mike Ruhland offered a second, and a unanimous vote in favor of the motion followed. The payroll was submitted to the Treasurer for payment.

4121. Payroll -----	\$187.10
4122. Payroll -----	\$93.55
4123. Payroll -----	\$187.10
4124. Payroll -----	\$46.17
4125. Payroll -----	\$398.80
4126. Payroll -----	\$93.55

The second groups of Claims were for non-payroll items and were read into the record by Chairman Kurt Johnson. Following the reading, Mike Ruhland made a motion to pay the claims as presented. Jon Olson offered a second to the motion, and a unanimous vote in favor of accepting the motion followed. The following claims were submitted to the Treasurer for payment.

4127. Peter Olson -----	\$14.17
4128. Sandra Lee Olson -----	\$149.82
4129. Frontier Communication -----	\$75.00
4130. Public Employee Retirement Association -----	\$252.00

The following items of Unfinished Business were discussed by the Board.

1. Cemetery
 - Jim Witkowksi is willing to mow the Town Hall and Cemetery for the same rates as last year. The Board will discuss this at the next meeting
2. Town Hall
 - Jon Olson agreed to pick up items from the meeting held on February 5 and will have them before the Annual Meeting.
3. Weed Control
 - Mike Ruhland reported that he did complete the grant application but has not had a response yet.
4. Roads
 - Peter Olson, Road Foreman, reported that roads have been inspected and are in good shape at this point. He also reported that Rick McRae will be starting the limbing project in the near future.
5. Budget
 - Clerk Sandra Lee Olson presented a hard copy of the 2018 Budget for the Supervisors to review. Based on the current needs, Jon Olson made a motion to recommend a 3% increase in the 2019 Levy. Mike Ruhland seconded the motion, and a unanimous vote was cast in favor of the 3%-increase recommendation.

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6. Federated Co-ops Payment
 - The Clerk did contact Federated Co-ops about the discrepancy between the township records and those of the cooperative. Federated Co-ops has made adjustments to agree with the township's recent payments and has removed the service fees.
7. Minnesota Benefit Association Insurance Options
 - Mike Ruhland reviewed the MBA Insurance Options and reported that it is a group benefit and not available for purchase by individuals. There was a discussion about the insurance, but, based on the input from Mike, no action was taken.
8. St. Louis County Board Meeting
 - The St. Louis County Board is attempting to get out into various locations for its monthly meetings. Their meeting on February 27, 2018, will be held at the Alborn Community Center, 6388 Highway 7, Alborn, MN, from 9:30 am to 3:30 pm. Town Board members were informed about the meeting.
9. Land from the Minnesota Deer Hunters Association and the Ruffled Grouse Society to St. Louis County
 - The County representative did make a follow-up contact regarding the land that will be donated by the Minnesota Deer Hunters' Association and the Ruffled Grouse Society. At this point, it is not clear how the township will be compensated for removing the land from tax rolls.
10. 2019 Levy Recommendation
 - This topic was discussed in conjunction with #5 under Unfinished Business. The Board will recommend a 3% increase in the 2019 Levy.
11. 2018 Annual Meeting Agenda
 - The Clerk gave updated versions of the Agenda for the upcoming Annual Meeting. Jon Olson did notice the tables on the last page needed to be corrected. The Clerk will make the changes to the final Agenda.

The following items of New Business were presented to the Board.

12. Short Course
 - The Short Course will be held on April 5 (Grand Rapids) and April 6 (Duluth). Kurt Johnson made a motion authorizing any board member to attend the Short Course of their choice. Board members attending will be reimbursed for the meeting at the extended meeting rate, mileage, and registration. Jon Olson seconded the motion, which passed with a unanimous vote in favor. A check(s) for registration will be drafted at the next meeting on April 2 for those officers who know they will be attending.
13. Next meeting—Annual Meeting is March 13 at 7; Town Board meeting is April 2

Officer Reports

- Joint Powers—Kurt Johnson gave a report on the recent Joint Powers meeting that he attended. At this point, there is no update on the fire truck that will be purchased from Grand Lake. The heat is now working in the new addition at the Alborn Fire Department.

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Having no additional business for the Board, Kurt asked for a motion for adjournment, which was offered by Mike Ruhland, seconded by Jon Olson, and passed with a unanimous vote in favor of adjournment. Kurt declared the meeting closed at 8:20 PM.

Minutes submitted for approval on **April 2, 2018**

Clerk's Signature _____

Chair of the Board of supervisors' Signature _____

UPCOMING MEETINGS

Board of Supervisors' Meetings for 2018

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

2018 SLCAT Calendar (meetings convene at 6:30 pm) and Related Meetings

February 28, 2018	Cotton Township 6:30 pm <u>Phil Lobb to schedule a speaker</u>
March 13, 2018	TOWNSHIP ANNUAL MEETING
March 21, 2018	Lobby Day
March 28, 2018	Cotton Township 6:30 pm-SLC Mary Anderson Planning Dept.
April 5, 2018	MAT Spring Short Course – Sugar Lake Lodge, Grand Rapids
April 6, 2018	MAT Spring Short Course – Duluth DECC
April 19, 2018	MAT Town Law Review; Best Western Premier Nicollet Inn, Burnsville, 16 th Annual Legal Short Course 8:30 – 4pm
April 25, 2018	Solway Township 6:30 pm- <u>Solway to schedule a speaker</u>
May 23, 2018	ANNUAL MEETING AND ELECTION COTTON TOWNSHIP 5:30 PM
June 28, 2018	MAT Summer Specialized Training – Duluth DECC
August 2018	MAT District 10 Meeting – To be Determined
Sept. 19-20, 2018	MAT Fall L & R (Holiday Inn, St. Cloud, MN)
October, 2018	Couri & Ruppe Legal Short Course – Cotton
Oct. 24, 2018	Cotton Township 6:30 pm
Nov. 15-17, 2018	MAT ANNUAL CONFERENCE – DULUTH DECC
Dec. 5, 2018	Cotton Township 6:30 pm