

The Solway Town Board Meeting was called to order at 6:30 p.m. at the Solway Town Hall by Chairperson Scott Welsh, followed by the Pledge of Allegiance. Also present were Supervisor Clare Stromlund, Supervisor Ron Gajewski, Treasurer Cindy Moe, Clerk Regena Merritt, Deputy Clerk Terri Jensen and nine concerned citizens.

MOTION made by Gajewski, seconded by Stromlund and carried unanimously to approve the minutes from the Town Board Meeting of July 12, 2016.

MOTION made by Stromlund, seconded by Gajewski and carried unanimously to accept the monthly Treasurer's report dated July 31, 2016.

Checking:15980-16022

Beginning Balance	\$272,498.94	
Receipts	184,787.43	
Disbursements	<u>\$-15,922.44</u>	
Ending Balance	\$441,363.93	\$441,363.93

Money Market

Beginning Balance	\$ 108,764.51	
Interest/Deposits	\$27.34	
Withdrawals	<u>\$0.00</u>	
Ending Balance	\$108,791.85	<u>\$108,791.85</u>

Total Accounts **\$550,155.78**

INCOMING CORRESPONDENCE:

07/13 Mary Anderson, Acting Secretary, St. Louis County Planning Commission – SLC Board of Commissioners will be making one (1) appointment to the SLC Planning Commission. Individuals interested in being considered for this appointment should submit an application by August 12, 2016. No Board action taken.

07/18 Coon's Aggregate Supply – 2016 Second Quarter Aggregate Tax Reporting Form & Payment.

07/18 Gobel Aggregate - 2016 Second Quarter Aggregate Tax Reporting Form & Payment.

07/19 Minnesota Association of Townships Agency (MAT) – MAT Insurance Trust Workers' Compensation Program including a \$2,225.00 dividend check. No Board action taken.

07/21 Land Stewardship Project – Letter regarding House File 2585 and Senate File 2694 undermined township authority to regulate high-pressure manure hoses. No Board action taken.

07/25 Angela Lepak, St. Louis County Planning and Community Development – E-mail regarding Tim Ludwig variance pulled prior to hearing. No Board action taken.

07/25 Mary Anderson, Land Use Manager, St. Louis County Planning and Community Development – Notice of Public Hearing for proposed amendments to SLC Subdivision Ordinance 60 and SLC Zoning Ordinance 62. No Board action taken.

07/25 Jim Sathers - 2016 Second Quarter Aggregate Tax Reporting Form & Payment. No Board action taken.

07/25 Northland Constructors of Duluth - 2016 Second Quarter Aggregate Tax Reporting Form & Payment. No Board action taken.

07/27 Kristie Strum, State Program Administrator, Minnesota Revenue – Letter showing 2017 certified town aid for Solway Township of \$405. No Board action taken.

07/28 PIT 56, Inc. – Via Fax 2016 Second Quarter Aggregate Tax Reporting Form. No Board action taken.

07/28 Pine Journal – Affidavit of Publication for Public Accuracy Testing of election voting equipment. No Board action taken.

07/28 Duluth News Tribune - Affidavit of Publication for Public Accuracy Testing of election voting equipment. No Board action taken.

07/29 Local Board of Appeal and Equalization Training Attendance List, Minnesota Revenue – Spread sheet showing when LBAE certifications expire. Clerk Merritt will check into registering all three supervisors for training at the annual conference in November.

07/30 Proctor Chem Free Grad Party Committee – Thank you card for \$100.00 donation. No Board action taken.

08/01 Steve Krasaway, St. Louis County Public Works Department – Letter notifying of Munger Shaw Road closure from 7:00 am to 5:00 pm for 2 weeks during construction. No Board action taken.

08/01 Shelton Excavating - 2016 Second Quarter Aggregate Tax Reporting Form & Payment. No Board action taken.

08/08 Kristin Stutzman, Minnesota Department of Natural Resources – E-Mail saying initial review of DNR permit application 2016-1476 determined an Individual Public Waters Work Permit is required for proposed activity. No Board action taken.

08/08 Ben Brager, St. Louis County Auditor's Elections – E-Mail notification Scott Welsh has completed his online election judge training. No Board action taken.

08/09 U. S. Army Corps of Engineers – Informational letter regarding name of project manager, phone number and file number for VanGassler Road culvert replacement. No Board action taken.

08/09 Mary Anderson, St. Louis County Planning & Community Development Department – Letter notifying township of conditional use permit meeting scheduled for September 8, 2016 regarding event center. Solway Planning and Zoning Committee to hold meeting August 23, 2016.

08/10 Kirstin Stutzman, Department of National Resources – E-mail acknowledging receipt of application submittal. No Board action taken.

08/11 Steve M. Fenske, Attorney, Minnesota Association of Townships – E-mail response to weight limits on township roads question. No Board action taken.

08/13 Dave Nartnik, Solway Resident – E-mail verification of town board meeting. No Board action taken.

08/16 Kirstin Stutzman, Department of National Resources – E-mail received regarding culvert drawing and dimensions. No Board action taken.

08/16 Sarah Rogalla, Solway Resident – E-mail confirming town board meeting and requesting 2015 aggregate tax totals. No Board action taken.

OUTSTANDING BILLS: a) MOTION made by Gajewski, seconded by Stromlund and carried unanimously to pay all outstanding bills listed on the Outstanding Bills list as presented by the Town Treasurer for a total amount of \$21,215.09

CITIZEN REQUESTS/CONCERN: a) Barb Skog, Solway Resident, requested benches be made for the two residents on the waiting list. Deputy Clerk Jensen reported no further interest or phone calls received since the initial mailing of the Solway Section Lines in July. MOTION made by Gajewski, seconded by Stromlund and carried unanimously that the township will construct two additional benches for the residents on the waiting list. Deputy Clerk Jensen will contact Barb Skog and Marilyn Schnobrich and let them know the benches can be purchased for \$200.00 which includes a “donated by” or “in memorial of” plaque.

b) & c) Sarah Rogalla and Sandberg Road residents appeared at tonight’s meeting to discuss the poor condition of the South Sandberg Road. Pit owner Sarah Rogalla has had very fine clay material hauled into her pit on the Sandberg Road. There is a lot of material from the trucks being deposited on the road causing about 4 to 6-inches of mud, making the road almost impassable. Ms Rogalla has had the road bulldozed to push the sediment off.

Pit Owner Sarah Rogalla said that work needs to be done on the road and feels that is what the Aggregate Tax is for. The Board explained that the Aggregate Tax is used for road maintenance and not to fix a road damaged by a hauler. The Board puts class-5 on Township roads each year, and Supervisor Stromlund mentioned the Sandberg Road was not in that condition before the hauling started.

Sandberg Road resident David Nartnik addressed the Board telling them he has been in the aggregate/road construction business for 30 years. He states the Veit Company, who is the contractor hauling, is responsible for damages to the road and had printed copies of the state statutes regarding this that he handed to the Board. He also mentioned that the gravel pit operator is responsible to see that sediment does not leave the pit.

The Board asked Jim Lindquist about the condition of the road as he has been grading the road. He feels the muddy sediment has mixed with the gravel and the class 5 has been bulldozed and graded off the road causing it to lose the crown. Mr. Lindquist mentioned that a year ago the road was crowned.

Clerk Merritt has spoke with Veit a few times the past month as the Board received complaints from Sandberg Road residents and was told the Supervisor running this project would be checking on the road.

Mr. Lindquist feels it will take approximately 1200 yards of gravel to get the crown back on the road. MOTION by Stromlund, seconded by Gajewski and carried unanimously to have Jim Lindquist work with Shelton Excavating to fix the Sandberg Road and start work immediately for a cost up to \$30,000. Jim Lindquist will get out to the road to grade it tomorrow and let Shelton’s know when to start hauling class-5 to the road.

The Board feels it is the responsibility of the Veit Company to have the road fixed. As the road is in immediate need of repair, the Board has directed Jim Lindquist and Shelton Excavating to do the work and recover the cost from Veit through a legal process, if necessary.

Supervisor Gajewski mentioned that an option to protect the Township road would be to have an access into Pit 56 off the Morris Thomas Road instead of using the Sandberg Road. Another option is for the Town Board to set road limits on the Sandberg Road. The Clerk was directed to research these options and the Board will revisit this issue at the September Board Meeting.

MOTION by Gajewski, seconded by Welsh and carried unanimously to take steps necessary to regain money from Veit and to look at Township options of posting weight limits on the Sandberg Road or having Pit 56 create an alternate route into the pit.

Pit 56 owner Sarah Rogalla has a bill from the Dust Dr for approximately \$1,200.00 for dust control on the Sandberg Road. She is asking the Township to pay this bill. MOTION made by Stromlund, seconded by Gajewski and carried unanimously to deny payment of the Dust Doctor bill. Clerk Merritt will send Sarah Rogalla an e-mail informing her of the board's decision.

d) The Shelton Conditional Use Application is under Committees on the Agenda, but will be discussed at this time.

Bill Shelton has applied for a conditional use permit to build an event center at 7036 US Highway 2 in Saginaw, Minnesota. This would be developed on approx 20-acres of the 400 acres owned by Shelton's. Bill Shelton is present to answer any questions the board may have involving this permit application. Supervisor Welsh reported he will attend the Solway Township Planning and Zoning Committee meeting regarding this application and feels this business fits within Solway's Comprehensive Land Use Plan. This would be a year round facility with parking for 288 guests planned. They have applied for an intoxicating liquor license for this venue. Shelton's will be responsible for sale, control and liability of the bar and carry full liability insurance. MOTION by Stromlund, seconded by Gajewski and carried unanimously to recommend approval of this business

ROAD: a) Heine Road resident Mr. Kern contacted Supervisor Gajewski to say he has trimmed the hedge to 30 inches and Mr. Kern felt that was sufficient.

b) The brushing has been completed on Jeffrey, Jerry, Baily, Strom and North Mattson Roads; however, the computer stopped working on the roadside brushing machine this morning. A repairman has been called to make the appropriate repairs. Jake Demenge is currently doing two swipes of the brush with the roadside brushing machine. If he continues doing two swipes, the initial amount budgeted will not be enough. MOTION made by Welsh, seconded by Stromlund and carried unanimously to finish the roadside brushing with two swipes and add \$3,600.00 to the roadside brushing budget.

c) St. Louis County has begun working on the chip seal coating on Morris Thomas and Solway Roads.

d) Residential culverts and cross culvert work has begun on the Munger Shaw Road.

e) The ditching on North Sandberg Road off Maple Grove Road has been completed.

f) Supervisor Gajewski and Jim Lindquist met with Desiree Hendrickson of the State Fisheries at VanGassler Road regarding the culvert replacement. It was determined during this meeting the culvert will need to be buried at least one foot in the stream bed. It will take 3-4 weeks to receive the culvert upon ordering. Clerk Merritt will follow-up with an e-mail regarding the approval of the culvert design. MOTION made by Gajewski, seconded by Stromlund and carried unanimously to approve funds of \$15,000.00 for the culvert replacement project.

- g)** A letter has been sent to Mr. Woods regarding the turnaround easement agreement for the Mettsa. Supervisor Gajewski will go out to the Woods' residence again to have the agreement signed.
- h)** John Childers found a sickle mower for \$100.00 at Hongisto's for the roadside mower. John retrofitted the sickle mower which should give another year to the roadside mower.
- i)** The 100 foot aprons will be installed on Lindrose and Stonelake Roads when paving begins on the St. Louis River Road in 2018.

- FIRE DEPARTMENT:**
- a)** A total of 83 calls year-to-date: 41 medical, 36 fires and 6 vehicle accidents. There are currently 19 members, 6 on probation and 1 new member.
 - b)** There has been no response regarding the DNR grant for the reservoir.
 - c)** MOTION made by Stromlund, seconded by Gajewski and carried unanimously to have Melanson's do the oil changes on the small vehicles and all other work by Emergency Apparatus Maintenance. Chief Nick Priolo will arrange for the maintenance and testing on the trucks, and call Clerk Merritt with expiration dates of the last pump tests.
 - d)** Fire Chief Nick Priolo will contact Steve Anderson at the St. Louis County Public Works Department to get a new "Fire Department Only" parking sign. Clerk Merritt will send an e-mail to Steve Anderson if a new sign needs to be ordered.
 - e)** Supervisor Gajewski said "thank you" to the fire department members for their help during National Night Out including serving ice cream.

RECYCLING: **a)** Nothing new to report on extra corrugated cardboard pickups as Clerk Merritt has not heard anything regarding the Western Lake Superior Sanitary District (WLSSD) new contract.

HALL: **a)** Steve Nelson from the Community Development Block Grant told Supervisor Gajewski to apply for all three projects: reconstruction of handicapped ramp, replacement of downstairs entrance door and adding playground equipment ADA approved.

He recommends writing three separate grants; all three could be approved or any combination of the three. O'Rien Construction and Perrault Construction have looked at the projects and will submit job quotes. Clerk Merritt will follow up with DH Remodeling.

- b)** Deputy Clerk Jensen reported the Hermantown/Proctor Community Education Program requested use of the town hall in December for the AGE to age program.
- c)** Clerk Merritt reported she has had no success in contacting the company to return the security cameras. MOTION by Welsh, seconded by Gajewski and carried unanimously to purchase four security cameras along with a recorder in the amount of \$501.45 MOTION made by Stromlund, seconded by Welsh and carried unanimously to have Rick Flesvig install power to if needed and install the cameras. Township Resident, Chris Elian, will supply technical support to Clerk Merritt as needed for installation of software to the computer. He will also help set up an ad on Craig's List for the possible sale of the previously purchased security cameras.

PARK: **a)** The monthly Township Properties Safety Inspection Report as completed by Gajewski shows no hazards and the parks, fields and township grounds are found to be in good condition.

- b)** Supervisor Gajewski will be contacting Paul Dunaiski to see if the Boy Scouts have begun working on the benches.

CEMETERY: a) Nothing to report.

COMMITTEES: a) Planning and Zoning Committee Meeting discussed under Citizens Requests.

b) A review of the National Night Out was given by Supervisor Gajewski. Approximately 300 people attended the evening. The serving of ice cream at the fire hall continues to work out well, and there was no shortage of hot dogs, buns and other food served at the town hall. The event was viewed as being successful.

OLD BUSINESS: a) The Board reviewed the Township job descriptions and policies. The following job descriptions did not need updating: Hall Maintenance, Park, Recycling Shed Operator, Road Foreman, Cemetery Foreman and Town Clerk. The Township Mileage Policy also has no corrections or additions. On the Road and Grounds Laborer job description, strike "Experience with, and" from third line of the first paragraph. On the Town Board Supervisor Duties, change you to your on the fourth bullet from the bottom. There are two typos on the Treasurer Duties; treasure's should be treasurer's on the third line of the third bullet, and "form" should be "from" on the sixth bullet. Strike number three on the Hall Custodian description and add "Please note attached cleaning check list. On the Solway Dismissal Procedure, add number 12. Ongoing poor work performance, and change number two of the written notice and number three to be termination. Strike "or when authorized in advance by two Superiors" in the second paragraph of the Reimbursement Policy. MOTION by Gajewski, seconded by Stromlund and carried unanimously to raise the wage for skating rink attendant to \$9.50 per hour. MOTION by Gajewski, seconded by Stromlund and carried unanimously to approve the above mentioned changes in Township Policies and Job Descriptions.

b) Deputy Clerk Jensen expressed how appreciative Western Lake Superior Sanitary District (WLSSD) Township Representative James Aird was for the proxy vote by the Solway Town Board as without it, there would not have been enough for a quorum for the election.

NEW BUSINESS: a) Supervisor Gajewski requested a gift certificate be purchased and presented to John Childers as a thank you for the roadside mowing. Clerk Merritt will be contacting the Minnesota Association of Townships (MAT) attorney to see if public funds can be spent in this manner.

b) MOTION made by Gajewski, seconded by Stromlund and carried unanimously to increase Paul Dunaiski's salary from \$12.00 to \$13.00 an hour for the position of groundskeeper maintenance.

c) The 2016 Second Quarter Aggregate Tax receipts were \$21,908.94.

d) Commissioner Pete Stauber maybe a possible speaker for the Duluth Area Townships Meeting on Thursday, August 18, 2016, at Rice Lake City Hall. Supervisor Gajewski, Clerk Merritt, Treasurer Moe and Deputy Clerk Jensen will be attending this meeting.

MOTION made by Stromlund, seconded by Welsh and carried unanimously to adjourn tonight's meeting upon the Board completing signing of checks. The meeting adjourned at 9:45PM.