

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

MOTION made by Welsh, seconded by Stromlund and carried unanimously to approve the minutes as written and distributed from the October 13, 2015, Town Board Meeting.

MOTION made by Chairperson Gajewski, seconded by Stromlund and carried unanimously to accept the monthly Treasurer's report dated October 31, 2015.

Checking:15587-15630

Beginning Balance	\$328,683.39	
Receipts	24,627.62	
Disbursements	<u>\$-34,925.11</u>	
Ending Balance	<u>\$318,385.90</u>	\$318,385.90

Money Market

Beginning Balance	\$ 108,683.00	
Interest/Deposits	\$0.00	
Withdrawals	<u>\$0.00</u>	
Ending Balance	<u>\$108,683.00</u>	<u>\$108,683.00</u>

Total Accounts **\$427,068.90**

INCOMING CORRESPONDENCE:

10/09 Western Lake Superior Sanitary District – Letter explaining the 2016 District-wide allocation payable in the amount of \$1,379.00 due in two equal amounts. No Board action taken.

10/13 Proctor High School Chem Free Grad Party – Letter requesting donation for 2016 Chem Free Grad Party. This will be put on agenda for 2016 Annual Meeting in March.

10/14 University of Minnesota Agriculture – A letter notifying the Township of wood ash and/or lime being applied at 4007 Leiste Road. No Board action taken.

10/15 Kevin Cornick, Canosia Township Supervisor – An e-mail forwarded from Kevin Cornick that he received from Janet Keough involving the Cloquet Valley Internet Initiative regarding broadband access. Township Clerk, Regena Merritt, was requested to contact Janet Keough to set up a meeting at the Solway Town Hall with the Township Supervisors and/or Township Residents for a possible presentation on basic information regarding broadband access.

10/18 Ditching Agreement – A signed Ditching Agreement involving Township Residents Paul and Kay Sitko living at 3777 Sandberg Road and Solway Township. The agreement states the Township will not be held responsible for any damages done to trees during the replacement of their culvert and any ditching needed in front of their property.

10/30 Attorney Michael Orman – A letter informing the Township of an amendment in the route of the Kivi Cartway.

11/05 St. Louis County Assessor – A letter received from the County Assessor including a Member Certification Form from Minnesota Department of Revenue verifying at least one board member has completed a training session in the past four years to hold a Board of Appeal and Equalization Hearing. Township Clerk, Regena Merritt, completed and returned this form to the State. All the Board Supervisors hold current certifications.

OUTSTANDING BILLS: The Treasurer has three additional bills to be added to the Outstanding Bills list as follows:

- Todd Signs for the purchase of a new flag for the town hall in the amount of \$57.50.
- Karen Hildre for hall rental refund in the amount of \$25.00.
- Quill Office Products for office supplies in the amount of \$126.56.

MOTION by Stromlund, seconded by Welsh, and carried unanimously to pay all outstanding bills as listed on the Outstanding Bills list and the additional bills as presented by the Town Treasurer for a total amount of \$16,904.73.

CITIZEN REQUESTS/CONCERNS: No citizens' requests or concerns at the time.

ROAD: a) Eight loads of gravel were hauled to help build up the Sandberg Road along the Sitka property in addition to ditching and culvert replacement completing the road project.

b) Township Attorney John Bray received notification about a route change pertaining to the Kivi Cartway and will keep the township updated regarding any additional changes.

FIRE DEPARTMENT: a) Chief LaGraves reported there has been 112 calls year-to-date (72 have been medical). Fire calls including mutual aid fire calls are up 10% - 15%.

b) Chief LaGraves reported Canadian National Railroad and Enbridge Pipeline both have help lines for fire training.

c) Chief LaGraves is still researching the development of the reservoir system to fill the fire department tanker trucks.

d) Fire Department Members will continue to flood the skating rink for \$11.00 per hour.

e) Training for operating the pull tabs has been completed. Chief LaGraves reported County Commissioner Stauber has been very helpful with the licensing and application process.

f) Chief LaGraves will try next year to obtain a FEMA Grant with a 5% local match to replace Engine 7.

g) Fire department members have been notified help is needed at the Thanksgiving Bingo and should be there by 6:00 pm.

h) There are currently 22 members on the roster. Two individuals are going through the interviewing process and two current members will be retiring.

i) A list of fire department members attending the banquet will be given to Clerk Merritt.

j) The 2016 Contract will be ready for the December Board Meeting for Board Members to sign.

k) The Department is looking at implementing on a trial basis having members just be first responders or just fire responders. Chief LaGraves felt this would be very effective in having more individuals become part of the department.

l) Prices are being obtained for moisture control in the truck brake airlines.

RECYCLING: a) Nothing new at the time of this meeting.

HALL: a) The caulking of the cracks will be done before Leon Forstrom will begin painting the basement wall.

b) Leon Forstrom and Paul Dunaiski will start cleaning the chairs upon cooler weather.

c) The Hall was broken into after the Halloween Carnival. The office window air-conditioner had been removed, three doors had been kicked in, and pop, cookies, candy and chips were taken. Leon Forstrom repaired the door frames. MOTION by Welsh and seconded by Stromlund and carried unanimously to purchase security cameras as well as "Under Surveillance" signs not to exceed the amount of \$2,000.00.

d) The water heater was serviced again. It was determined the previously installed nozzle was defective. Another nozzle was installed with the Township receiving a \$94.00 labor credit.

e) Deputy Clerk Jensen received a request to use the hall for a pancake fundraiser by the Proctor High School Girls Softball Team. The money raised will be used for much needed equipment. Chairperson Gajewski asked if security should be at the event. Deputy Clerk Jensen explained a damage deposit was being charged due to amount of estimated attendance. Supervisor Welsh said the Township has a good working relationship with the school, and as this event is to raise funds for equipment (bats, balls, etc.) there is no need for security. MOTION by Welsh, seconded by Stromlund and carried unanimously to allow the Proctor High School Girls Softball Team use of the hall for a pancake fundraiser to purchase much needed equipment without hiring security.

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

b) The parts have been received for the John Deere cutting mower, and Leon Forstrom will start making repairs to this machine weather permitting.

c) Chairperson Gajewski explained in the 1990's there was a Long Range Recreational Planning Committee. This Committee looked at the development of hiking and ski trails, and to possibly use some township monies towards this. Chairperson Gajewski met with Larry Shelton regarding the construction of the Witte Trail, and reported that Mr. Shelton would be willing to match the \$2,000.00 contributed by the Witte Family. Mr. Shelton will put together an estimate regarding how far the \$2,000.00 will go towards the development of the trails, and Chairperson Gajewski will report back at the December Board Meeting. The Board felt some money could be used for trail development.

CEMETERY: a) There was one burial on October 25, 2015, for Donnis McKowsky.

COMMITTEES: a) Chairperson Gajewski reported the Halloween Carnival was a success.

b) Clerk Merritt will send out notices to the Special Events Committee after Christmas regarding the planning of the Winter Fun Day.

OLD BUSINESS: a) The Fire Department/Retirees Dinner is to be catered by same caterer as last year.

b) Clerk Merritt reported she received the Third Quarter Aggregate Tax Reporting Form and check, but feels it was underreported. Board instructed Clerk Merritt to call Mr. Rogalla letting him know the Board feels he underreported and are giving him one week to review his records and resubmit the form. If nothing is received from Mr. Rogalla, the Clerk is to contact Township

Attorney John Bray to begin collection proceedings. The Board also instructed Clerk Merritt not to cash the check with the submitted reporting form. MOTION by Chairperson Gajewski, seconded by Welsh for Township Attorney John Bray to issue a letter to Mr. Rogalla if Clerk Merritt is not contacted or receive a resubmitted reporting form.

NEW BUSINESS: a) The Duluth Area Township meetings will continue to be held at Rice Lake City Hall.

b) It is Solway Township's turn to chair the Duluth Area Township meetings. Chairperson Gajewski will continue to chair these meetings. If he is unable to do so, Clerk Merritt, Treasurer Moe or Deputy Clerk Jensen will chair these meetings in his absence.

MOTION by Chairperson Gajewski, seconded by Welsh and carried unanimously to adjourn tonight's meeting upon the Board completing signing of checks. The meeting adjourned at 8:00 PM.