

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

Supervisor Gajewski explained that the Solway Town Board rotates the Chairperson position, and it is now his turn to serve as Chair and Scott Welsh to serve as Vice-Chair. MOTION by Gajewski seconded by Welsh and carried unanimously to have Ron Gajewski serve as Chairperson, and Scott Welsh serve as Vice-Chair.

MOTION made by Welsh, seconded by Stromlund and carried unanimously to approve the minutes as written and distributed from the February 10, 2015 Town Board Meeting.

MOTION made by Gajewski, seconded by Welsh and carried unanimously to accept the following Treasurer report dated February 28, 2015 as follows:

|                             |                     |                            |
|-----------------------------|---------------------|----------------------------|
| <b>Checking:15213-15257</b> |                     |                            |
| Beginning Balance           | \$390,546.31        |                            |
| Receipts                    | 1,013.00            |                            |
| Disbursements               | <u>\$-99,903.22</u> |                            |
| Ending Balance              | \$291,655.99        | <b>\$291,655.99</b>        |
| <br>                        |                     |                            |
| <b>Money Market</b>         |                     |                            |
| Beginning Balance           | \$108,619.89        |                            |
| Interest/Deposits           | \$0.00              |                            |
| Withdrawals                 | <u>\$0.00</u>       |                            |
| Ending Balance              | \$108,619.89        | <b><u>\$108,619.89</u></b> |
| <b>Total Accounts</b>       |                     | <b>\$400,275.88</b>        |

**INCOMING CORRESPONDENCE:**

**2/11 St. Louis County Administrator Kevin Gray** - Thank you to the Solway Town Board for hosting the County Board Meeting on February 10, 2015. No board action.

**2/19 St. Louis County Association of Township Officers** – Minutes of the January 28, 2015 meeting. No board action.

**2/19 John Walsburg** – Letter requesting a donation to the elementary football program at South Ridge School. This school is not within Solway Township and therefore the Board decided not to donate to this program.

**2/19 City of Duluth & St. Louis County** – Informational materials for St. Louis County and Duluth Lobby Days at the State Capital. Solway Township is not attending this Lobby Day. No board action.

**2/25 Minnesota Benefit Association** – Informational letter explaining the Insurance benefits offered by MBA. No board action.

**2/25 Mark & Sharon Kivi** – Letter and enclosed road map. The Kivi's were assuming that if a road was marked on a map it is a public road, but the map they had also marked private roads and accesses. No board action.

**2/25 St. Louis County Planning Commission** – Notice of Public Hearing scheduled for Thursday March 12, at 10:30 AM. The Planning Commission will consider comments on the proposed draft of St. Louis County Zoning Ordinance 62. No Board action.

**2/26 Pine Journal** – Affidavit of Publication for Annual Meeting.

**3/6 WLSSD** – Operations Grant application for the recycling shed. The clerk will complete the grant application and send it to WLSSD.

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

- All Service Heating for installation of a sink in the janitor room in the amount of \$960.00.
- Overhead Door to replace the antennas in the fire hall in the amount of \$970.00.
- A \$1,000 donation to the Solway Fire Department where the check was written to the Township. So the Treasurer has written a check in the same amount to the Fire Department after depositing the check written to the Township.

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 presented by the Treasurer in the amount of \$17,762.59.

**CITIZEN REQUESTS/CONCERNS:** a) Supervisor Gajewski reported that the family of Valeria Witte had requested memorial donations in her honor be given to the township. Approximately \$1,800 has been received. The Board discussed several options for this memorial including park benches, planting trees, 4-H scholarship. The Board directed the Clerk to look into the legalities of using the money for a scholarship. MOTION by Welsh, seconded by Stromlund and carried unanimously to table this issue until the April Town Board meeting.

**ROAD:** a) The Clerk has developed an application for driveway culverts on township roads. Part of the process would be to have someone inspect the culvert after it has been installed before the Board would refund the applicant's deposit. MOTION by Gajewski, seconded by Stromlund and carried unanimously to charge \$100 for an Entrance Culvert Permit deposit of which \$50 will be returned after the final inspection and culvert is found to be properly installed. \$50 would go to Jim Lindquist for a prior and final inspection of the culvert.

b) Supervisor Gajewski reported last month that he was contacted by St. Louis County Public Works letting him know there was water over the Mettsa Road. Supervisor Gajewski had the county steam the culvert on January 21<sup>st</sup> to help with water flow. There continues to be an issue with ice on the road even though the county has steamed the culvert more than once. The water seems to be coming from a geo thermal heat pump at the house. Chairperson Gajewski and the Clerk will write a letter to send the homeowner asking to inspect the property to find a way to resolve the issue.

**FIRE DEPARTMENT:** a) Fire Chief Chris LaGraves reported for the department that there have been 32 calls year-to-date.

b) The Department has received the results of the ISO inspection. The Department's rating has stayed the same. Documentation of training, preplans for business (the Department is working on this) and water supply to the southwest area of the Township are a couple of things stated in the report that the Department needs to work on. Chairperson Gajewski mentioned that there might be tax forfeited property within the township where an underground water

reservoir could be installed. The Clerk will check if there are any tax forfeited property parcels available in the township.

**c)** Chief LaGraves has not heard on the FEMA grant that was applied for to purchase updated equipment.

**d)** Rick Flesvig has replaced the exterior Fire Hall lights that were burned out.

**e)** The new antennas for the overhead doors are working great. Overhead Door personnel noticed that the tension mount on door #2 was off the bracket. There is a quote from Overhead Door to make this repair in the amount of \$397.00. Along with that quote there is an additional one to perform preventative maintenance on all six doors for \$200. MOTION by Stromlund, seconded by Welsh and carried unanimously to have Fire Chief LeGraves coordinate with Overhead Door to repair door #2 and have the preventative maintenance work completed. Chief LeGraves reported that the lighting on one side of truck #6 went out. The truck was taken to Many International to have it checked out and Chief LaGraves was told the part needed would have to be ordered and it would take about two weeks. Chief LeGraves contacted Emergency Apparatus Maintenance to do pump testing, repair and maintenance on tanker #2 and engine #1 along with the lighting problem on #6. The Chief has a quote from EAM for repairs to tanker #2, engine #1, and fix the lighting problem on engine #6, and to do all pump testing as required by the state for the sum of \$6,826.90. MOTION by Stromlund, seconded by Welsh and carried unanimously to have Chief LeGraves schedule repairs and pump testing on the fire trucks by EAM in the amount of \$6,826.90.

**f)** The Department is still researching UTV's to gain access to remote areas.

**RECYCLING:** **a)** Nothing to report.

**b)** The Board asked that a quote be obtained for an additional window in the recycling shed from Morin's Siding and Window.

**HALL:** **a)** Chairperson Gajewski reported that at the Annual Meeting the electorate unanimously passed an advisory vote to raise the number of people attending an event to 50 before a damage deposit is required. MOTION by Welsh, seconded by Stromlund and carried unanimously to require a damage deposit for hall rental events with 50 or more people attending.

**b)** The maintenance sink has been installed in the janitor room downstairs of the town hall.

**c)** The northeast exterior light on the town hall building has a new photo cell installed by Rick Flesvig.

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

**b)** The blue whale ride for the lower playground has not yet been delivered.

**c)** Due to the warmer weather the skating rink is closed.

**CEMETERY:** **a)** Paul Dunaiski is working with the Clerk to update the cemetery map.

**b)** Chairperson Gajewski explained that at the Annual Meeting the cemetery regulations were discussed and the electorate unanimously passed an advisory vote that there should be only one above ground monument and one ground level marker be allowed per gravesite. MOTION by Gajewski, seconded by Welsh and carried unanimously to amend the cemetery regulations to state that one above ground monument and one ground level marker be allowed per gravesite.

**COMMITTEES:** a) Nothing to report.

**OLD BUSINESS:** a) The Minnesota Association of Townships Legal Course is scheduled for Thursday April 23<sup>rd</sup> in Otsego Minnesota. MOTION by Gajewski, seconded by Welsh and carried unanimously for any Town Board member who can attend the legal seminar be allowed to do so at Township expense.

**NEW BUSINESS:** a) The next newsletter will go out the end of March. The Board discussed various articles for the newsletter.

b) A date needs to be set for the Annual Road Inspection. MOTION by Gajewski, seconded by Welsh and carried unanimously to hold the Road Inspection beginning at 8:00 AM on Friday April 24<sup>th</sup>.

MOTION by Supervisor Welsh, seconded by Gajewski and carried unanimously to adjourn tonight's meeting upon the Board completing signing of checks. The meeting was adjourned at 8:15 PM.