

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

MOTION made by Chairperson Gajewski, seconded by Welsh and carried unanimously to approve the minutes as written and distributed from the January 12, 2016, Town Board Meeting with the following correction on Page 3, Fire Department G – “Leon Forstrom is trying to adjust the heat within the Fire Hall. There are two different zones. The bay area will be set at 65 degrees and the offices area at 68.

MOTION made by Chairperson Gajewski, seconded by Welsh and carried unanimously to accept the Final Treasurer’s report dated December 31, 2015.

December 31, 2015

Checking:15666-15707

Beginning Balance	\$301,948.82	
Receipts	180,426.75	
Disbursements	<u>\$-55,562.26</u>	
Ending Balance	\$426,813.31	\$426,813.31

Money Market

Beginning Balance	\$ 108,710.39	
Interest/Deposits	\$18.17	
Withdrawals	<u>\$0.00</u>	
Ending Balance	\$108,728.56	<u>\$108,728.56</u>

Total Accounts

\$535,541.87

MOTION made by Welsh seconded by Stromlund and carried unanimously to accept the tentative monthly Treasurer’s report dated January 31, 2016.

January 31, 2016

Checking:15708-15758

Beginning Balance	\$426,813.31	
Receipts	26,894.68	
Disbursements	<u>\$-61,171.40</u>	
Ending Balance	\$392,536.59	\$392,536.59

Money Market

Beginning Balance	\$ 108,728.56	
Interest/Deposits	\$0.00	
Withdrawals	<u>\$0.00</u>	
Ending Balance	\$108,728.56	<u>\$108,728.56</u>

Total Accounts

\$501,265.15

INCOMING CORRESPONDENCE:

01/11 – Letter from South Ridge School requesting a donation for an all-night grad party. MOTION by Stromlund, seconded by Welsh and carried unanimously to deny this request as this school is not within Solway Township.

01/25 – Solway Township Ballot layout form from St. Louis County Auditor's Office. No Board action taken.

02/05 – Western Lake Superior Sanitary District (WLSSD) requested Solway Township Board send letter supporting a bonding request for combined heat and power energy project. MOTION by Welsh, seconded by Stromlund and carried unanimously to send the letter to Representatives Tom Bakk and Mary Murphy.

02/05 – St. Louis County Planning and Community Development Department received a Conditional Use Permit to use a barn located at 6556 Morris Thomas Road, Cloquet, Minnesota, 55720, for a seasonal event hall. MOTION by Stromlund, seconded by Welsh and carried unanimously that the Solway Town Board is in favor of this Conditional Use Permit with the stipulation that any complaints by Solway Residents be looked into by St. Louis County Planning and Community Development Department.

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

- Jim Johnson for flooding the skating rink in the amount of \$33.00.
- Jeff Keppers for flooding the skating rink in the amount of \$55.00.
- Veronica Priolo for flooding the skating rink in the amount of \$66.00.
- Nick Priolo for flooding the skating rink in the amount of \$88.00.
- Jeff Nelson for flooding the skating rink in the amount of \$33.00.
- Bob Priolo for flooding the skating rink in the amount of \$55.00.
- Duluth Area of Townships for dues in the amount of \$20.00.
- Como Oil and Propane for propane delivery to the town hall in the amount of \$447.40.
- North Shore Bank of Commerce for payment on the fire truck in the amount of \$27,943.13.

Leon Forstrom reported the check in the amount of \$50.93 to Duluth Lawn & Sport is incorrect. There was a \$9.00 credit from returned items making the amount due \$41.28. Treasurer Moe will reissue this check to Duluth Lawn & Sport in the correct amount.

MOTION by Clare R. 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 including the corrected check to Duluth Lawn & Sport in the amount of \$41.28 for a total amount of \$42,686.34.

CITIZEN REQUESTS/CONCERN: a) Conditional Use Permit discussed under correspondence.

ROAD: a) Chairperson Gajewski reported Rick Flesvig replaced the control box for the lights in the town hall parking lot.

b) The Township is continuing to look for a weed control officer.

c) The light is out on the Jeffrey and Maple Grove Road along with the light overlooking the gravel parking lot at the old bus garage. Chairperson Gajewski will make the necessary phone calls to have these lights repaired.

FIRE DEPARTMENT: **a)** Fire Chief Nick Priolo reported in the Year 2016 there have been 3 medical calls.

b) MOTION by Chairperson Gajewski, seconded by Stromlund and carried unanimously to have Randall Brothers install an RPZ Valve (Reduced Pressure Zone Valve) in the Fire Department and Town Hall not to exceed the cost of \$1,019.00.

c) Fire Chief Nick Priolo said due to incidents involving gas cards for the fire trucks and other incidents inside the fire hall, the Fire Department is looking at purchasing security cameras for the building. MOTION by Chairperson Gajewski, seconded by Welsh and carried unanimously to allot \$200.00 to purchase four security cameras.

d) The Fire Department decided to stay with the air compressor system currently used to remove moisture from the brake lines.

e) Nothing to update regarding the pull-tabs as the department is still waiting for the tax exemption form.

f) No more work on the ice rink has been done as it has been too warm.

g) No new recruits to report. The department currently has 18 people, however, some are still probationary.

RECYCLING: **a)** The deteriorating board on the south side of the recycling shed will be scheduled for replacement in the Spring of 2016.

b) Clerk Merritt will call for extra pick-ups as needed for cardboard, and Paul Dunaiski is to notify her when this needs to be done. Clerk Merritt will discuss this with Paul along with not needing to compress the cardboard inside the recycling bins.

HALL: **a)** RPZ Valve for the furnace was discussed under Fire Department.

b) Chairperson Gajewski or Clerk Merritt will see if Veronica Childers still wants to clean the hall especially Thursdays and in-between events on the weekend. Deputy Clerk Jensen will make a cleaning list to be followed and possibly farming out bigger cleaning projects.

c) Chairperson Gajewski contacted Larry Shelton regarding the sewer smell in the hall probably due to inch of frost on the sewer exhaust pipe. One of Larry's employees, Josh, will be coming out to take a look at it.

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.

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

COMMITTEES: **a)** Chairperson Gajewski reported the kitchen ran out of food during the Winter Fun Day. Solway Resident, Barb Matson, wanted to have the township give Darlene Miller money to reimburse her for the bars she made and brought. Clerk Merritt explained that township funds cannot be used for this, however, the Special Events Committee could do this.

b) Leon Forstrom mentioned the sleds given away were greatly appreciated by the kids.

OLD BUSINESS: **a)** Chairperson Gajewski asked Deputy Clerk Jensen to attend a meeting at Gnesen Town Hall regarding the broadband initiative to be held this Thursday.

- b) Deputy Clerk Jensen reported she has started working on the supervisor's list.
- c) Clerk Merritt will be talking with Attorney Bray to find out about the recording of the Kivi Cartway documents.
- d) The correct amount is \$10.00 a day for each day of not turning in the correct amount of aggregate tax due to the township not \$100.00 per day as stated in the letter to Mike Rogalla. Clerk Merritt notified Attorney Bray of this error, and he would try to contact Mike Rogalla. There has been no contact from Mike Rogalla.

NEW BUSINESS: a) Leon Forstrom reported that he noticed the basement door was unlocked again on Friday.

b) The repairs to the John Deere mower deck have been completed by Leon Forstrom and Paul Dunaiski. Leon Forstrom sent back unneeded parts totaling \$125.00. Treasurer Moe will check the credit card statement for this transaction.

c) Chairperson Gajewski asked Clerk Merritt if the township has an employee background check policy for new employees or individuals applying for office. Clerk Merritt reported that Minnesota Association of Townships (MAT) had nothing on the website. An e-mail has been sent to MAT requesting information about this, however, no response was received at the time of this meeting.

d) MOTION by Chairperson Gajewski, seconded by Stromlund and carried unanimously to accept Solway Township Resolution #97 for appointing the March Township Election Absentee Ballot Board as follows:

SOLWAY TOWNSHIP RESOLUTION #97
Appointing Absentee Ballot Board for March Township Election

WHEREAS, Minnesota Statutes Section 203B.121, subd.1 requires the town board, as the governing body of the town, to appoint a ballot board to process all absentee ballots returned to the town clerk for the town election scheduled to be held on Tuesday, March 8, 2016; and

WHEREAS, the ballot board must consist of election judges trained in the handling of absentee ballots, or staff trained as election judges; and

WHEREAS, even though only two members are required to meet whenever an absentee ballot needs to be processed, the ballot board must consist of at least the same number of members as the minimum number of required election judges for the town election, which pursuant to Minnesota Statutes Section 204B.22 has been determined to be four for the March 8, 2016 election for the Town of Solway; and

WHEREAS, the Town Board for the Town of Solway has appointed its election judges for the March 8, 2016 election as required by Minnesota Statutes Section 204B.21;

NOW THEREFORE BE IT RESOLVED: That the Town Board for the Town of Solway hereby appoints the following election judges to serve as the ballot board required to perform all duties required in the processing of absentee ballots required under Minnesota Statutes Section 203B.121 and all other applicable statutes and rules:

Bonnie Siiro	Leon Forstrom
Theresa Jensen	Regena Merritt

Adopted this 9th day of February, 2016

- e)** Motion by Chairperson Gajewski, seconded by Stromlund and carried unanimously to appoint Bonnie Siiro, Leon Forstrom, Theresa Jensen as election judges and Scott Welsh along with Clare Stromlund as alternate judges.
- f)** Clerk Merritt sent an e-mail to Commissioner Pete Stauber and the St. Louis County Sheriff's Department to attend the Annual Township Meeting. Commissioner Stauber will be attending along with a representative from the Sheriff's Department.
- g)** Board of Audit consisting of Chairperson Gajewski and Supervisors Stromlund and Welsh met to review Clerk's and Treasurer's books and they were found to be in order.

MOTION by Chairperson Gajewski, seconded by Stromlund and carried unanimously to adjourn tonight's meeting upon the Board completing signing of checks. The meeting adjourned at 8:41 PM.