

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

MOTION made by Gajewski, seconded by Welsh and carried unanimously to approve the minutes as written and distributed from the January 14, 2014, Town Board Meeting.

MOTION made by Welsh, seconded by Gajewski and carried unanimously to accept the following Final Treasurer's report dated December 31, 2013, and monthly Treasurer's report dated January 31, 2014.

Checking:14515-14574		
Beginning Balance	\$298,737.99	
Receipts	38,153.44	
555Transfers	\$0	
Disbursements	<u>\$-81,511.32</u>	
Ending Balance		\$255,487.97
Money Market		
Beginning Balance	\$ 108,511.32	
Interest/Deposits	\$0.00	
Withdrawals	<u>\$0.00</u>	
Ending Balance		<u>\$108,511.32</u>
Total Accounts		\$363,999.29

INCOMING CORRESPONDENCE:

1/15 – St. Louis County Public Works Department Crushing and Maintenance Program information for 2014. No participating gravel pits are in our area. No board action.

1/23 – Hansen’s Welding Tank & Truck - Estimate for \$5,770.57 for additional painting on #3 tanker that was recently constructed by Hansen’s.

01/24 – COMO Oil & Propane - letter explaining rate increase. No board action.

01/14 – Minnesota Department of Revenue Notice of Appeal and Equalization training sessions. All Supervisors are compliant with certification.

01/31 – Wells Fargo Securities – Request for proof of insurance for fire hall. The Clerk will send the proof of insurance to Wells Fargo.

02/04 – Western Lake Superior Sanitary District - Letter giving notice of public hearing in Hibbing for citizen comments on proposed Ordinance No. 61, Subsurface Sewage Treatment System Regulations. Supervisor Gajewski reported that he learned at the County Association of Townships Meeting that the new Ordinance is geared more for St. Louis County specifically than the previous State regulations. In some instances holding tanks will be allowed for lake properties.

02/10 – Jim Perrault Construction - Proposal to replace front doors and side doors. This will be discussed under Hall.

02/11 – Nomination Letters for Citizen of the Year from Veronica Childers nominating Nick Priolo and Jim Miller and family nominating Darlene Miller.

Chairperson Welsh reported that he received a text from Treasurer Moe reporting that her township computer crashed. She was asking for permission to purchase a new laptop computer to enable her to complete the financial reports for this month. She did get permission and purchased a laptop at Best Buy and will get Microsoft Office and CTAS installed. This bill will be in the Outstanding Bills List next month. Treasurer Moe stated CTAS was also installed for continued accounting capabilities.

OUTSTANDING BILLS: The following are additional bills presented by the Treasurer:

Town hall rental deposit refunds:

- Roxanne Helland in the amount of \$25.00.
- Cathy Ziells in the amount of \$25.00.
- Melanie Mesojedec in the amount of \$25.00.
- Jimmy Miller in the amount of \$125.00.
- Sandy Skoglund in the amount of \$125.00.

Minnesota Association of Townships for calendar in amount of \$15.00.

Metro Sales in amount of \$131.13 for office equipment monthly rental.

Corporate Card for website domain name in amount of \$125.00.

Regena Merritt in the amount of \$36.50 which includes \$25.00 cell phone reimbursement.

Hansen's Welding Tank and Truck in the amount of \$28,555.39 for building tanker #3.

MOTION by Gajewski, 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 Town Treasurer for a total amount of \$48,359.29.

CITIZEN REQUESTS/CONCERNS: a) Sheila Port requested use of the hall for business meetings; i.e. to show new products to managers. Supervisor Welsh requested the Deputy Clerk obtain additional information regarding the type of meeting, as the hall is designated for community use and then motioned to table this request until the information was obtained. However, after discussion between Supervisors Gajewski and Stromlund, a decision was agreed upon not to allow use of the hall for business purposes due to liability issues and the fact the hall is for community use. Supervisor Welsh's motion was withdrawn.

MOTION made by Welsh, seconded by Gajewski and carried unanimously not to allow use of the hall for business purposes.

b) A Township resident who stopped at Town Hall wanted to know if the Township was responsible for installation of the new signs at the Intersection of Highway #2 and Canosia Roads. She did not like the signs and in her opinion the flashing "oncoming traffic" signs were placed on the wrong side of the road, and in a way that obstructed the stop sign. Clerk, Regena Merritt, explained this was a Minnesota Department of Transportation project and she should contact them with her concerns. Deputy Clerk, Terri Jensen, also provided her with Supervisor Gajewski's telephone number. The citizen was invited to the Town Board Meeting to express her concerns at that time as well. Supervisor Gajewski had not heard from the citizen; therefore, no action was taken.

ROAD: a) Supervisor Gajewski had contact with Mr. Bob Egge, Minnesota State Highway Engineer, regarding his report for intersection of Highway 194 and Highway 33. The report showed none of the accidents were due to drugs or alcohol, texting or cell phone use. There

were 12 multi-car, 2 fatal and 8 single car accidents. All the accidents were "T-Bone" type where the driver on Canosia did not notice traffic coming on Highway 194.

FIRE DEPARTMENT: a) The Department has had 12 calls so far this year.

The Board received a quote from Hansen's Welding Tank & Truck, Inc to do additional painting on Tanker #3 in the amount of \$5770.57. This was not included in the quote to construct the truck. The Board discussed whether or not Hansen's shop is set up to do painting and if the corrections the Board had requested have been completed. MOTION by Welsh, seconded by Gajewski and carried unanimously to approve \$5770.57 to Hansen's for additional painting on tanker #3 pending Fire Chief Al Mitchell's inspection to see that corrections have been made to his satisfaction.

b) The Department Truck Committee has specifications ready for a new rescue rig. The dollar amount will be from \$130,000 to \$150,000. The Board will need to advertise for sealed bids and have a public bid opening. The Board is considering public financing for this truck. The Treasurer will get information on the financing. The Board wants to bring this to the electorate at the Annual Meeting on March 11th and discuss it further at the next Town Board Meeting. MOTION by Gajewski, seconded by Welsh and carried unanimously to approve the specifications for the new Rescue Rig and to advertise for bids after the Annual Meeting. The Board also will bring the public financing plan to the Annual Meeting for feedback from the electorate. MOTION by Gajewski, seconded by Stromlund and carried unanimously to have Fire Chief Al Mitchell bring the payment approved tonight for work on tanker #3 to Hansen's when he goes to inspect the corrections. If the repairs meet his satisfaction he will give the check to Hansen's and let them know they have approval to do the painting as per the quote discussed tonight.

c) There is a pump in the mechanical room that is making noise. The heating system is working, but needs to be closely watched.

d) The Addendum explaining what dollar amount can be spent by the fire department before needing approval from the Town Board has been signed by the Solway Fire Department and added to the contract.

e) Truck #6 has had damages from a freeze-up repaired.

RECYCLING: a) Jim Miller requested clarification when the Recycling Center is to close due to weather conditions. Supervisor Welsh asked Jim if individuals were still coming to the Center when days were below zero. Jim reported individuals continued to show up. Supervisor Welsh stated the Center is to close upon reaching negative ten degrees (-10°). This information has also been in the Township Newsletter. Supervisor Welsh asked if a sign could be produced stating when the Center is closed due to cold weather. The Town Clerk will check into a sign for the Center.

HALL: a) Supervisor Gajewski presented different styles of materials received from Jim Perrault Construction for replacement of the front and side doors. Supervisor Gajewski mentioned a steel/wood combination door is not recommended due to weather contraction/expansion issues. Replacement of doors is tabled until the next Board Meeting in March. Supervisor Gajewski will obtain additional information about materials, styles and types of doors. MOTION made by Welsh, seconded by Gajewski and carried unanimously to table the replacement of doors until receipt of further information.

PARK: a) The monthly playground inspection shows no hazards and the parks to be in good condition with the exception of fence ties that will need to be replaced in the spring.

CEMETERY: a) Supervisor Gajewski completed a cemetery inspection along with the monthly playground inspection. No safety hazards were found. Several small items will need to be corrected in spring as fence webbing is being pulled away due to the snowpack. There have been two deaths this winter with the burials taking place this spring.

COMMITTEES: a) Supervisor Gajewski mentioned that there were perishable leftovers from the Winter Fun Day and that the Special Events Committee will give that to the Country Music Show for use this coming Saturday.

OLD BUSINESS: a) The date for the Urban Short Course has been changed to April 24th and the agenda is now available. The Board still feels there are not enough pertinent topics to attend. MOTION

b) The Budget Meeting is scheduled for February 13, 2014 at 5:00pm at the Solway Town Hall. This is a change from February 18th.

c) The AWAIR program is not on the agenda for the Spring Short Course.

d) The Minnesota Association of Townships Legislative and Research Meeting will be February 26 and 27th. Clerk Merritt mentioned that she will be attending and that the L & R is one day instead of two. The second day will now be a "Big Four" Meeting consisting of State, Counties, School Districts, and Townships. The Board feels the "Big Four" Meeting should be attended also. MOTION by Gajewski, seconded by Welsh and carried unanimously to allow Clerk Merritt and any other Board member that wishes to attend L & R and the "Big Four" may do so at Township expense. The Clerk will get a stipend from County Association of Townships that she will turn over to the township.

NEW BUSINESS: a) Township Lobby Day is scheduled for March 19, 2014. The County Association of Townships hopes to have enough Township Officers attending to get a bus. MOTION by Gajewski, seconded by Stromlund and carried unanimously to allow any Board Member who wishes to attend Lobby Day to do so at Township expense.

b) The Clerk and Treasurer requested that the next Town Board meeting be Thursday March 13th. Usually the March Board Meeting is the Tuesday following the Annual Meeting, but this will be getting too late in the month for some of the bill payments. MOTION by Gajewski, seconded by Stromlund and carried unanimously to hold the March Town Board Meeting Thursday March 13. The Clerk will post this meeting.

c) The Field Coordinator position has been a volunteer position. Mary Saline has done this the past few years, but has resigned. The Board discussed if this should become a paid position. MOTION by Gajewski, seconded by Welsh and carried unanimously to table this issue until the March Meeting.

d) The Board needs to appoint Election Judges for the March 11, 2014 election, and as required in state statute must by resolution appoint an Absentee Ballot Board. MOTION by Gajewski, seconded by Welsh and carried unanimously to appoint Leon Forstrom, Bonnie Siiro, Theresa Jensen as Election Judges for the March 11, 2014 Township Election and to adopt Resolution #89 as follows:

SOLWAY TOWNSHIP RESOLUTION #89
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 11, 2014; 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 11, 2014 election for the Town of Solway; and

WHEREAS, the Town Board for the Town of Solway has appointed its election judges for the March 11, 2014 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
Theresa Jensen
Leon Forstrom
Regena Merritt

Supervisor Gajewski moved the adoption of the resolution, seconded by Supervisor Welsh, and it was declared adopted on the 11th day of February, 2014 upon the following votes: Yeas – Ronald Gajewski, Scott Welsh and Clare R. Stromlund.
Nays – none.

e) Upon review of the Citizen of the Year nomination letters, Darlene Miller was selected the Citizen of the Year for Solway Township, and the Town Clerk will be sending the notification by letter to Darlene Miller. MOTION by Gajewski, seconded by Welsh and carried unanimously for Darlene Miller be selected as Citizen of the Year.

f) Aggregate Tax forms and payments have been received from those on the on the mailing list.

Board of Audit: The Clerk's and Treasurer's books were audited by the Board of Supervisors and found to be in order.

MOTION by Welsh, seconded by Gajewski and carried unanimously to adjourn tonight's meeting upon the Board completing signing of checks. The meeting was adjourned at 8:35 p.m.