

**Solway Town Board Meeting Minutes
July 11, 2023**

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/INTRODUCTION OF JEFF KEPPERS

The Solway Town Board Meeting was called to order at 6:30 p.m. by Chairperson Ron Gajewski, followed by the Pledge of Allegiance. Chairperson Gajewski introduced recently appointed Supervisor Jeff Keppers and welcomed him to the board. Also present were Supervisor Scott Welsh, Supervisor Jeff Keppers, Clerk Tami McGregor, Treasurer Cindy Moe, Deputy Clerk Regena Merritt, and eight concerned citizens.

II. MINUTES – TOWN BOARD MEETING OF JUNE 13, 2023

MOTION by Supervisor Welsh, seconded by Supervisor Gajewski, and carried unanimously to approve the minutes from the Town Board Meeting of June 13, 2023, as presented.

III. TREASURER’S REPORT - JUNE 30, 2023

MOTION by Supervisor Welsh, seconded by Supervisor Gajewski, and carried unanimously to accept the Treasurer’s report dated June 30, 2023.

Checking:19448-19455

Beginning Balance	\$130,791.20	
Receipts	104,751.00	
Disbursements	<u>-71,906.90</u>	
Ending Balance	\$163,635.30	\$163,635.30

Money Market

Beginning Balance	\$109,893.40	
Interest/Deposits	92.91	
Withdrawals	<u>0.00</u>	
Ending Balance	\$109,986.31	<u>\$109,986.31</u>

Total Accounts **\$273,621.61**

IV. CORRESPONDENCE (By date received)

06/14 Rodda Grading & Excavating – A Tenet credit application to open an account for culverts was forwarded to Solway by Rodda Grading & Excavating to simplify the billing process and avoid any upcharge on the purchase of culverts. **MOTION by Supervisor Welsh, seconded by Supervisor Gajewski, and carried unanimously to submit the credit application to open an account with Tenet.** Clerk McGregor will complete and submit the application.

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- 06/15 SLFRF (State and Local Fiscal Recovery Funds) – SLFRF may not be used for premium pay for eligible workers for work performed after 04/10/23.
- 06/15 SLC Elections – Notice of 07/27/23 Poll Pad Demonstration at 1:00 PM. Clerk McGregor and Deputy Clerk Merritt are registered to attend the demonstration.
- 06/16 MN Power - Notice of MN Power Filing of Route Permit App with MN Public Utilities Commission. No board action necessary or taken.
- 06/20 Rachel Kieser, Stantec – Records request relating to gravel pit at 6324 Hwy. 194 for environmental assessment. Ms. Kieser was referred to SLC Planning & Community Development the same day by Clerk McGregor.
- 06/20 Karen Roatch, BCA – Fully executed Joint Powers Agreement documents returned to Solway.
- 06/22 SLC Public Works – Projects, Plans and Studies Website announcement
- 06/26 SLC Public Works – Announcement of SLC 2024 Aggregate Crushing, Maintenance Striping, Crack Sealing, Chip Sealing and Scrub Sealing Programs. The Request Form deadline is 09/01/23. This item will be discussed at the August meeting.
- 06/27 SLC Public Works – 2023 Calcium chloride dust control bid. Our current vendor is hoping to apply calcium chloride by next week; therefore, it was determined that the township will not pursue a bid with SLC.
- 06/30 Lorilee Blais, WLSSD – Notice of grant approval and agreements for signature mailed out by WLSSD (Discussed under “Recycling”)
- 06/30 Town Web Design – Notice of Town Web Webinar on 07/06 regarding website services.
- 07/03 MN Dept. of Natural Resources – Burning restrictions lifted in northeast MN
- 07/04 Lake Country Power – Notice of Capital Credit Allocation for 2022 (Not in packet)
- 07/04 Menards-West – Account Authorized User Update Request (Not in packet). **MOTION by Supervisor Gajewski, seconded by Supervisor Welsh, and carried unanimously that in addition to existing names on the account, Supervisor Jeff Keppers will be added.** Clerk McGregor will complete and return the request.
- 07/04 Lorilee Blais, WLSSD – Approval of 2022 annual recycling site and financial reports. Grant amount requested and approved: \$10,155.57. (Discussed under “Recycling”)
- 07/05 Town Web Design – Notice of 07/06 Webinar at 11:00 AM.
- 07/06 MN Dept. of Revenue – Notice of Adopted Exempt Permanent Rules Relating to Residency Factors; Removing Obsolete and Duplicative Provisions. No board action necessary or taken.
- 07/07 MN Dept. of Revenue – Board of Appeal and Equalization Training information. Supervisors Gajewski and Welsh are currently certified. Clerk McGregor will forward this email to Supervisor Keppers for his review and consideration of training.
- 07/07 St. Louis County – Medical Assistance renewal update information

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- 07/07 Town Web Design – 07/06 webinar follow-up information. Complete survey to get quote. Clerk McGregor participated in the Webinar, was impressed with the presentation, and recommended that more information should be obtained. **MOTION by Supervisor Gajewski, seconded by Supervisor Welsh, and carried unanimously that Clerk McGregor will submit additional information to get a proposal.** Once proposal information is received and reviewed, a demo for the board may be considered once audio/visual equipment has been installed.
- 07/10 Coon's Aggregate Supply – 2023 Second Quarter Aggregate Material Tax Reporting Form and payment received (Not in packet)
- 07/10 Kivi Aggregate - 2023 Second Quarter Aggregate Material Tax Reporting Form received; no payment due (Not in packet)
- 07/10 Couri & Ruppe Law Office – Notice and registration info for Township Legal Seminar on 10/07 from 9 AM-4 PM at Cotton Town Hall. **MOTION by Supervisor Gajewski, seconded by Supervisor Welsh, and carried unanimously that any officers wishing to attend the seminar be allowed to do so at Township expense.**

V. OUTSTANDING BILLS - Treasurer Moe reported additional bills for the Outstanding Bills List as follows:

- Waste Management - \$114.42 (July garbage service)
- Brandon Porter - \$2,445.22 (Carstar – Reimb. body work on Unit #5-Ford F550)
- DSC Communications - \$1,081.45 (Install provided radio into Fire Engine #1)
- Emergency Apparatus Maintenance - \$363.24 – (Engine #6: Toggle switch and drain valve parts)
- Sinnott Contracting - \$14,430.00 (Down payment for recreation court and recycling area blacktopping)

MOTION by Supervisor Welsh, seconded by Supervisor Gajewski, and carried unanimously to pay all bills as listed on the Outstanding Bills List, and additional bills presented by the Town Treasurer, for a total amount of \$58,761.25.

VI. CITIZEN REQUESTS AND CONCERNS

- A. Leo Koski – Cemetery Plot Reservations – Leo Koski attended the July meeting requesting permission to prearrange burials spots for he and his spouse in the Solway cemetery by placing a permanent marker prior to their passing. Mr. Koski's brother, Darryle, will be buried next month, and the monument installed would include him and his wife, with a footstone for his brother, all in the same plot. **MOTION by Supervisor Welsh, seconded by Supervisor Gajewski, and carried unanimously to allow placement of the monument for Mr. Koski and his spouse.** This will not be a precedent setting situation because it involves only one plot and Darryle Koski will

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already be buried. It was suggested that the reservation of plots by placement of a permanent monument be discussed at the annual meeting.

VII. ROAD

- A. Jerry Road Project Update (West & East, Inc. Culverts) – Costs and photos for work on the dual culverts at the end of the west Jerry Road were submitted to FEMA on June 15, 2023, for consideration of reimbursement.

At the May meeting, there was approval for \$3,500 for a cross culvert toward the east end of the Jerry Road; and \$3,500 for an entrance culvert on the west Jerry Road (6356). Due to a significant increase in costs, there was approval at the June meeting to increase funding for the Jerry Road highline project to \$24,000.

Supervisor Gajewski reported at the July meeting that he has informed Bob Rodda that we are ready to proceed with the highline project.

- B. Tree Limbing/Brushing Update – Leon Forstrom reported that work continues on the northern end of the township. Butch Lund reported that he is also running into problems with rocks that are being brought up during grading and he has been moving some of these out of the way while mowing.
- C. Jeffrey Road (Between Maple Grove Road & Sather's Pit) – Pothole Repair by St. Louis County – At the June meeting, Supervisor Gajewski reported that he has contacted the County and they may be able to repair potholes by the end of the month. Supervisor Welsh reported that no potholes have been filled as of the July meeting.
- D. Lindrose Road – Speed Limit Signs – Due to fast moving traffic on the Lindrose Road, it was agreed that a request for speed limit signs would be made. A request and approval for signs to be installed by St. Louis County was made on June 14, 2023. There will be two signs on the Lindrose Road, one near the Morris Thomas Road and one near the St. Louis River Road, at a cost of \$250 per sign, for a total project cost of \$500. Supervisor Gajewski reported at the July meeting that the County has placed the marking stakes.
- E. Calcium Chloride - At the June meeting, approval was given for the application of calcium chloride to township roads. Jake DeMenge will be providing this service; however, application has been delayed due to the late arrival of the barge carrying the calcium chloride to Duluth. Supervisor Gajewski reported at the July meeting that we are hopeful that application of the calcium chloride will be made in the next couple of weeks.
- F. Flood Damage FEMA Reimbursement Grant – On May 16, 2023, an invoice from Rodda Grading and Excavating in the amount of \$2,452.20 was submitted to St. Louis County Emergency Management for reimbursement consideration.

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On June 15, 2023, an additional final invoice in the amount of \$8,472.89, from Rodda Grading and Excavating, along with photos, was submitted to Caleb Smith with FEMA, for reimbursement consideration.

- G. Culvert on Corner of South Jeffrey and Hermantown Roads – Supervisor Gajewski reported that we were not aware of this culvert, which is only exposed on the east side of the Jeffrey Road. Although the culvert is pitted and rusted out, and because the County is planning to do some ditching in this area, no action will be taken by the township at this time.
- H. Cedarway Cul-de-sac – There have been issues with mud in the Spring on the Cedarway Cul-de-sac. Bob Rodda has recommended four loads of gravel in this area to resolve this issue, at a cost of about \$1,200 for the gravel and hauling by Keith Anderson. Grading of the road will be incorporated into our regular road grading schedule. **MOTION by Supervisor Welsh, seconded by Supervisor Gajewski, and carried unanimously to approve \$1,200 for gravel work on Cedarway by Bob Rodda/Keith Anderson.**
- I. Coons Aggregate Account – Bob Rodda recommended the township set up an account with Coons for direct billing. This would result in a savings to the township on any upcharges by haulers. **MOTION by Supervisor Welsh, seconded by Supervisor Gajewski, and carried unanimously to set up an account with Coons Aggregate Supply.** Clerk McGregor will set up this account and also send a sales tax Certificate of Exemption form.
- J. Metsa Road – Solway has a turnaround agreement with Stanley Woods at the end of the Metsa Road. Bob Rodda reported to Supervisor Gajewski that this turnaround is in rough shape as a result of snowplowing and recommends that the existing “hump” on the road be taken down and additional gravel applied. Mr. Rodda estimates three loads of gravel, at a cost of \$900, and a total project cost of about \$2,400. It was noted that this area is on a private driveway; however, the township has access to the turnaround. After discussion, it was determined that nothing will be scheduled at this time. Based upon the availability of funds, this project may be reconsidered later in the year.
- K. Roadside Mower Sickle – Butch Lund requested a new 7’ sickle for the roadside mower at a cost of about \$180. **MOTION by Supervisor Welsh, seconded by Supervisor Gajewski, and carried unanimously authorizing the purchase of a 7’ sickle at a cost of up to \$200.**
- L. Soccer Field Ditching – Leon Forstrom inquired about requesting the County to ditch along the soccer field on the Munger Shaw Road because the culvert is damming up water and it is running onto the soccer field. Supervisor Gajewski will follow-up on this with Andy Olson.
- M. South Berquist Road – Butch Lund reported that he has noticed a logger unloading equipment and believes they will be cutting on both sides of the road. Mr. Lund will monitor this situation for road damage and any issues will be dealt with if they occur.
- N. Jeffrey Road (Between Highway 2 and Maple Grove Road) – Supervisor Gajewski has noticed that recent grading has resulted in ridges of gravel on

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the outer edges of this road, which could result in future water run-off problems. Currently, the road is being maintained by Sathers, and it was suggested that Bob Rodda reclaim the gravel from the edges of the road. Supervisor Gajewski will relay this request to Bob Rodda.

Due to extreme dust control issues, Supervisor Gajewski will request that Jake DeMenge re-apply calcium chloride to this road if there is extra calcium chloride once the other roads are completed.

VIII. FIRE DEPARTMENT

- A. Department Report – Chief Brandon Porter reported there are currently 19 members. The department has been very busy with fires, with a recent structure fire being the second uninsured home that Solway responded to within a short period of time. Chief Porter intends to research resources in this regard that may be provided to the public via our newsletter, website, and potentially at the upcoming National Night Out event. All medical supplies have been updated within the department and all trucks are now pump tested and in good working order.
- B. Building Signage Backlighting Update – Chief Porter reported that the backlighting on the new signage should be taken care of by Benson Electric within the next couple of weeks. LED lighting will be installed on the south side of the building, with a potentially lower cost solar option to light the west side entrance sign.
- C. DNR Grant – Wildland Fire Gear – Chief Porter has submitted the final project invoice. Grant funds will now automatically be processed and distributed. According to Chief Porter, four more sets of structural fire gear will be coming between August 15th of this year and August 15th of next year.
- D. Fire Protection Issues (Insurance) – See additional discussion under “Old Business.” At the May meeting, Chief Porter recommended the coverage on Engine #1 (2005 Pierce) be increased due to the amount of equipment it will be housing. At the July meeting, Chief Porter recommended \$100,000 equipment coverage on Engine #1 and the township policy will be reviewed in this regard.
- E. Damage to Tanker #3 on 02/18/23 Fire Call – Repairs to Tanker #3 have been completed by Jeff Foster Collision. Their estimate and invoice, in the amount of \$3,008.04, was submitted to MATIT by Clerk McGregor on June 14, 2023, for reimbursement. There was no update at the July meeting.
- F. Damage to Unit #5 (2015 Ford F550) on 05/31/23 – According to Chief Porter at the July meeting, repairs on the truck have been completed, except for the decal work, which will be taken care of this week. Carstar’s invoice dated June 27, 2023 in the amount of \$2,445.22, reimbursed to Chief Porter on July 11, 2023 by the township, was submitted to MATIT for reimbursement on July 13, 2023 Clerk McGregor.

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- G. Unit Sales Updates
1. 2002 International 7400 (Engine #6) – A check payable to Solway Township from SVFD was received on June 14, 2023, in the amount of \$95,000.
 2. 2013 Rehabilitation Trailer – Request to Sell – A check payable to Solway Township from SVFD was received on June 27, 2023, in the amount of \$9,226.
- H. Septic System Damage – During snow removal, wires on the Fire Hall septic system were damaged. The hazardous waste tank was pumped on June 9, 2023. The electrical wiring has also now been repaired and bills will be submitted directly to Keith Anderson.
- I. Road Right-of-Way Soil Contamination – Supervisor Gajewski reported at the July meeting that according to the County, the samples that were taken last Fall had been put in outdated containers and therefore, cannot be used. Supervisor Gajewski spoke to Sam Cook with the County on June 21, 2023, and they were going to take samples that day or the next. Any issues will be taken care of by the County, with likely no cost to the township.
- J. National Night Out – Chief Porter reported that the department will serve ice cream and have the hoses out for the kids. He will also follow-up on an earlier request to Life Link to bring in their helicopter and confirmed that the SLC Sheriff's Rescue Squad will attend.
- K. Fire Vehicle Camera Systems – Chief Porter reported that he has looked into Furrion camera systems at a cost of \$1,400 per truck, installed. The cameras display back-up lines and are equipped with object sensors and infrared night vision. The cameras would reduce the risk of damage to trucks and be a good traffic and pedestrian safety measure. Chief Porter requested consideration to install camera systems on Tankers 2 & 3, Engine 1, and Rescue 5. Truck 7 is currently equipped with a backup camera. Chief Porter requested funding not to exceed \$5,400 to install the Furrion cameras. **MOTION by Supervisor Gajewski, seconded by Supervisor Welsh, and carried unanimously authorizing the purchase and installation of four camera systems, not to exceed the amount of \$5,400.**

IX. RECYCLING

- A. Recycling Parking Area Potholes – On June 12, 2023, Lori Blais from WLSSD forwarded Recycling Drop-off Site Improvement 2023 Grant Program information for review. On July 11, 2023, Supervisor Gajewski and Leon Forstrom met with Sinnott Contracting and were provided with an estimate in the amount \$16,900 to remove existing asphalt, re-use the ground up asphalt as base material, and apply new overlay material. According to Sinnott Contracting, there will be continued issues in this area unless there is a solid base. See additional discussion under "Park; Basketball/Tennis/Pickleball Courts."

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- B. WLSSD Recycling Grant – On June 30, 2023, WLSSD approved Solway’s 2022 annual recycling site report and 2023 Solway Township’s Recycling Site Operations Grant in the requested amount of \$10,155.57. Copies of the grant agreement must be signed and returned prior to funds being issued.

SOLWAY TOWNSHIP RESOLUTION #2023-4

Accepting a Grant from Western Lake Superior Sanitary District

WHEREAS, Solway Township, St. Louis County, operates a recycling program in agreement with WLSSD; and

WHEREAS, WLSSD may have funds available for communities for expenses incurred by local communities for operating recycling programs; and

WHEREAS, Solway Township submitted a grant application in the amount of \$10,155.57 on January 16, 2023; and

WHEREAS, WLSSD approved the grant request of \$10,155.57 in funding on June 30, 2023;

THEREFORE BE IT RESOLVED that Solway Town Board accepts the WLSSD grant of \$10,155.57 on July 11, 2023.

Supervisor Gajewski moved the adoption of the resolution, seconded by Supervisor Keppers, and it was declared adopted on the 11th day of July 2023 upon the following votes:

Yeas: Supervisors Gajewski, Welsh and Keppers – 3

Nays: None - 0

Absent: None - 0

MOTION by Supervisor Gajewski, seconded by Supervisor Keppers, and carried unanimously to accept the WLSSD grand in the amount of \$10,155.57.

- C. Recycling Attendant – Horst Blumerich is on vacation from July 4 until July 28, 2023, and Lloni Blumerich will be filling in during his absence. Ms. Blumerich reported that everything has been going well.

X. HALL

- A. Audio Visual/Conferencing System Update – Tim Aldrich of Audio Systems has been authorized to install an audio/visual system, including video conferencing capabilities, in the Hall.

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Mr. Aldrich will set up a meeting with Rick Flesvig, who will be assisting with the electrical work on the project, and Supervisor Gajewski to go over the project details prior to the installation. Repair of the security camera will also be discussed at that time.

- B. Security Camera Repair Update – Red-D-Electric – Discussed under “Audio Visual/Conferencing System Update.” No update in July.
- C. Replacement Windows & Roof Vent Over Stage – At the June meeting, Morin’s Siding & Window proposal for thirteen upstairs and seven basement windows in the amount of \$41,427.29, was approved.

The installation will include Minnkota high energy windows with Argon gas, and the replacement of all interior trim. The upstairs windows will be double-hung replacement windows, with full screens. The downstairs windows will be sliders, with obscured glass on the bathroom windows. Morin’s anticipate a one-week installation in September or October.

At the June meeting, repair of the roof vent above the stage area was also approved as an addition to the window replacement project. Brandon Morin will assess and make a recommendation as to how this issue may be remedied.

Mr. Morin did not attend the July meeting and Clerk McGregor will request that trim color samples be dropped off at the Hall.

XI. PARK

- A. Safety Inspection Report Update – Supervisor Gajewski reported that there were no issues included in the July 10, 2023, report, other than a couple of minor items that Leon Forstrom will take care of.
- B. Sale of Old Message Center Sign Update – Following discussion, it was agreed that Mr. Forstrom will begin advertising the sign again at a starting price of \$1,000.
- C. Additional Parking Sign Replacement Update – Supervisor Gajewski reported that the additional parking replacement sign for the west end of the parking lot from Todd Signs has been installed.
- D. Basketball/Tennis/Pickleball Courts – Sinnott Contracting met with Supervisor Gajewski and Leon Forstrom on July 11, 2023, and provided an estimate in the amount of \$31,200 to remove the existing asphalt, dig out rocks as needed, install new material, and layout and stripe new recreational sports courts in our existing basketball and tennis court area. Sinnott recommends re-doing this entire area with one large basketball court, one tennis court, and pickleball courts in the east and west ends, running north to south. Sinnott may be able to offer a discounted price if we elect to do both the recreational and recycling areas at the same time.

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Treasurer Moe will investigate whether the recreational and recycling blacktopping projects are eligible ARPA reimbursable expenses.

MOTION by Supervisor Welsh, seconded by Supervisor Gajewski, and carried unanimously to accept Sinnott Contracting's paving estimate for the recreational court replacement in an amount not to exceed \$31,200, and repair of the recycling area in an amount not to exceed \$16,900.

Treasurer Moe will prepare a check for the required 30 percent down payment. Supervisor Gajewski will negotiate with Sinnott Contracting the discount for the simultaneous acceptance of the two proposals.

- E. Pavilion/Cemetery Ornamental Flags – Leon Forstrom reported the cost of cloth flags at \$16.00 each, and polyester flags at \$13.00, and estimates that we will need about six flags. The six flags that are still in good condition will be used on the pavilion and we could purchase a dozen additional flags for the cemetery. After discussion, it was determined polyester flags will be used and Mr. Forstrom will be checking prices with one additional vendor.
- F. Purchase of Additional Mower – At the June meeting there was approval for up to \$10,000 for the purchase of a new mower. On June 26, 2023, a proposal in the amount of \$12,595.72 from Bobcat of Duluth for a Z781 Zero Turn Kubota mower was accepted. The mower has been delivered and is in use. After the June meeting discussion, it was determined that we purchase a commercial 60" mower at an increased price. **MOTION by Supervisor Gajewski, seconded by Supervisor Welsh, and carried unanimously that the amount previously approved be increased to \$12,595.72.**
- G. John Deere Hydraulic Cylinder – With the new Kubota mower operational, the hydraulic cylinder on the John Deere has been taken apart, and apparently there is a bent rod. Greg Bottila could not find a replacement part, so a new cylinder was purchased and Leon Forstrom reported that the mower is now operational.
- H. Hedge Trimming at Maple Grove Soccer Field – Paul Dunaiski has completed this project in the past, and Leon Forstrom will contact him for the work again this summer.

XII. CEMETERY

- A. Replacement Tree Update – Supervisor Gajewski reported that the dead maple tree has been replaced by Grussendorf's Nursery. Supervisor Gajewski also suggested that Leon Forstrom fertilize the shrubs.
- B. Burials – There has been one burial since the June meeting: Jeannette Hink on June 14th.
- C. Willow River Boot Camp – The Willow River Boot Camp assisted with cemetery projects on June 26, 2023. Butch Lund reported they have indicated they may also be available to perform additional work in the Fall.

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Potential projects would be brushing/trimming around the horseshoe area, the Hall soccer field fence, and the mound system.

- D. Weekend Burials – There was discussion regarding weekend burials due to the resulting extra work for maintenance staff. Currently we do our best to accommodate burial scheduling requests. Clerk McGregor will contact some of the other area townships regarding their weekend burial costs and scheduling. For now, we will suggest to residents that burials performed by township staff be done Monday through Friday.

XIII. COMMITTEES

- A. National Night Out - The Special Events Committee met on July 5, 2023, to begin planning for Solway's National Night Out, scheduled for Tuesday, August 1, 2023, from 5:00 to 8:00 p.m., with food being served until 7:00 p.m. Flyers have been dropped off at the Proctor Journal and will be mailed to residents by the end of this week. Clerk McGregor will post a notice of the event on the website and add it to the electronic message center. Supervisor Gajewski will contact Mary Busch regarding door prize gift card pick-ups.

XIV. OLD BUSINESS

- A. Insurance Review Update – The Township, in coordination with the Fire Department, has been in the process of exploring alternative insurance options. Supervisor Welsh has gathered information from Solutions Agency and Young & Associates.

Clerk McGregor reported that Bill Owens from Young & Associates called on June 28, 2023, indicating the company they intended to utilize for the township policy is unable to give a quote as they cannot provide some of the coverages needed by the township at this time. According to Mr. Owens, the company is in the process of working with the MN Department of Commerce so they will be able to offer complete coverage to Minnesota townships in the future. According to Mr. Owens, the company has experience with townships, and is currently writing policies for them in Wisconsin and Iowa.

Mr. Owens is confident that a quote for insurance coverage for the township may be able to be provided once the issue with the State is resolved, and he also believes that they will be very price competitive.

In the meantime, Mr. Owens is very interested in continuing to work with Solway Township and is willing to be involved in writing one-day special events endorsements, whether they be for the township or individuals participating in a special event.

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Mr. Owens was asked if there would be any concern regarding our recent claims experience on fire vehicles and he indicated there was not. Due to the nature of the industry, he indicated there is greater understanding regarding the potential for a higher claims experience with fire departments.

It is Supervisor Welsh's understanding that Solutions Agency would have been utilizing the same company as Young and Associates; therefore, the township will hold off on pursuing other insurance options until such time as issues with the State are resolved.

- B. BCA (Bureau of Criminal Apprehension) Joint Powers Agreement (JPA) – Fully executed copies of the JPA agreements were returned to Solway by the BCA on June 20, 2023. The current agreements are valid for five years.

Clerk McGregor will continue to follow up on why Solway's ORI (Originating Agency Identifier) number is not being utilized by law enforcement/court administration. When the ORI number is used identifying Solway as the jurisdiction where an offense occurs, the township is entitled to a portion of any resulting fines pursuant to state statute.

- C. Aggregate Tax Audits – Supervisor Welsh and Clerk McGregor met with Amanda Nelson on June 26, 2023, after she had expressed an interest in performing aggregate audits for the township following the June meeting. Ms. Nelson has a background with gravel pits, general accounting, tax preparation and tax audits. At the June 26th meeting, Ms. Nelson was given a copy of the statute relating to aggregate audits for her review and was later sent contact information for Don Walsh who previously conducted audits on behalf of the township.

Ms. Nelson attended the July meeting. She indicated that she had been able to speak to Mr. Walsh and that she is interested in providing auditing services to the township. Ms. Nelson is hoping to meet personally with Mr. Walsh prior to the August meeting, and at that time be able to give the board a cost for her services.

Supervisor Gajewski reported that per the statute, audits can be conducted for the preceding six years, and then intermittently. **MOTION by Supervisor Welsh, seconded by Supervisor Gajewski, and carried unanimously that Amanda Nelson be retained as an independent contractor to conduct aggregate tax audits on behalf of Solway Township.**

Prior to the July meeting Supervisor Gajewski prepared a draft letter of introduction for review by the board that would be sent from the township prior to audits. **MOTION by Supervisor Gajewski, seconded by Supervisor Welsh, and carried unanimously that the proposed letter of introduction be submitted to Attorney John Bray for review and any additional recommendations.**

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XV. NEW BUSINESS

- A. Operation of Cannabis Business Moratorium – A sample copy of “An Interim Ordinance Authorizing a Study and Imposing a Moratorium on the Operation of Cannabis Businesses” was provided to Supervisor Gajewski by Midway Township and reviewed at the July meeting. There was discussion as to whether this is something Solway wishes to pursue. After discussion, it was decided that although this may be a tool to utilize in the future, we will hold off until more information becomes available.
- B. Designate Town Board Vice-Chairperson - **MOTION by Supervisor Gajewski, seconded by Supervisor Welsh, and carried unanimously to designate Supervisor Welsh as Vice Chairperson of the Solway Town Board.**
- C. Bobcat of Duluth Charge Account – Leon Fostrom inquired whether an account should be set up at Bobcat of Duluth for purposes of warranty work on the recently purchased Kubota mower. **MOTION by Supervisor Gajewski, seconded by Supervisor Welsh, and carried unanimously to set up an account for Solway Township with Bobcat of Duluth.** Leon Forstrom will set up this account the next time a purchase is made or a service provided.

XVI. SIGN CHECKS/ADJOURNMENT

MOTION by Supervisor Gajewski, seconded by Supervisor Welsh, and carried unanimously to adjourn tonight’s meeting with the signing of checks. The meeting was adjourned at 9:35 p.m.