

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 Ron Gajewski and Scott Welsh, Clerk Theresa Jensen, Treasurer Cindy Moe, and seven concerned citizens.

MOTION made by Welsh, seconded by Gajewski and carried unanimously to approve the minutes from the Town Board Meeting of December 12, 2017.

MOTION made by Welsh, seconded by Gajewski and carried unanimously to accept the monthly Tentative Treasurer's report dated December 31, 2017.

MOTION by Gajewski, seconded by Welsh and carried to transfer funds to balance fund accounts to zero.

Checking:16713-16748

Beginning Balance	\$345,129.64	
Receipts	123,721.95	
Disbursements	<u>\$-20,184.54</u>	
Ending Balance	\$448,667.05	\$448,667.05

Money Market

Beginning Balance	\$ 108,928.03	
Interest/Deposits	\$0.00	
Withdrawals	<u>\$0.00</u>	
Ending Balance	\$108,928.03	<u>\$108,928.03</u>

Total Accounts **\$557,595.08**

INCOMING CORRESPONDENCE:

12/12 Pine Journal – Affidavit of Publication. No board action.

12/15 Duluth News Tribune – Affidavit of Publication. No board action.

12/19 St Louis County Planning & Community Development – Subdivision Ordinance 60 proposed Safe Routes to School program language amendments. MOTION by Gajewski, seconded by Stromlund in favor of the proposed definitions to be added to the Ordinance.

12/22 Kristin Fogard, St Louis County Ag Inspector – Letter asking for an updated list of City and Township Weed Inspectors. MOTION by Gajewski, seconded by Welsh to appoint Paul Dunaiki as the Township Weed Inspector. The Clerk will get a job description ready for the February Board meeting.

12/22 Lorilee Blais, Western Lake Superior Sanitary District – 2018 Grant application. Clerk will complete application and submit to WLSSD.

12/22 Cathy Rouleau, Secretary St. Louis County Association of Township Officers– Information regarding Lobby Day in ST. Paul at the State Capitol on March 20, 2018. MOTION by Stromlund, seconded by Welsh to allow any Town Board members to attend at Township expense.

12/22 Lori Blais, Western Lake Superior Sanitary District – Letter with date and time of site attendant meeting. January 15, 2018 at 3:45. MOTION by Stromlund, seconded by Gajewski to allow Paul Dunaiki to attend meeting at Township expense.

12/29 St. Louis County Planning And Community Development Department – Decision to approve the Conditional Use Permit for Airport Fuels, Inc. to operate a bulk tank storage facility as an Industrial Use based on staff conclusions and recommendation. No board action.

1/2 Lori Johnson Flamettes President – Email requesting the Township dispose of their old popcorn machine. Leon Forstrom will do this.

1/3 Cathy Rouleau, Secretary St. Louis County Assn of Township Officers – Letter asking Minnesota Association of Townships to reinstate Kent Sulem as legal counsel. No board action.

1/3 St. Louis County Sheriff's Office – Solway Township crime activity report for December. No board action.

1/8 Lori Johnson, Proctor Public Schools – Email notifying the Town Board that referendum funds may be used to replace the older lighting in basketball court / skating rink area.

1/8 Minnesota Association of Townships Agency – Insurance renewal notice and invoice. The bill is listed on the Claims List to be approved tonight.

1/8 Kivi Aggregate, LLC – 4th Quarter Aggregate Tax reporting form and payment.

1/9 Jim Sathers & Coon's Aggregate – 4th Quarter Aggregate Tax reporting form and payment.

OUTSTANDING BILLS: a) Treasurer Moe has the following additional bills to be paid tonight. Metro Sales for copy machine repairs; Melanson's Service for Tanker #3 repairs in the amount of 174.27; Forum Communications in the amount of \$51.00 for publishing; Brandon Porter reimbursement for \$52.94 in fire hall parts at Menards; \$45,000 to Fire Department for Contract for Services; Beth Adams \$25.00 hall rental deposit; EAM for repairs to Fire Trucks #1, #2 & #6 in the amount of \$30,644.67. The following Fire Department members for ice rink flooding: Nick Priolo - \$118.25, Bob Priolo - \$90.75, Adam Ross - \$11.00, Brandon Porter - \$118.25, Veronica Priolo - \$52.25, Amber Porter - \$46.25. MOTION by Stromlund, seconded by Gajewski and carried unanimously to pay all outstanding bills as listed on the Outstanding Bills list as presented by the Town Treasurer for a total amount of \$20,851.58.

CITIZEN REQUESTS/CONCERN: a) Ron Johnson is questioning the severance monies allowance for trees and is also asking that the Swanson Cartway be made a private road. A cartway is a public roadway that Mr. Swanson can gate at his property line. Ron Gajewski will contact John Bray regarding process and options.

ROAD: a) MOTION by Welsh, seconded by Stromlund and carried to adopt Resolution #113 as follows:

SOLWAY TOWNSHIP RESOLUTION #113
Sign Policy

WHEREAS, this policy officially recognizes the rule in the Minnesota Manual on Uniform Traffic Control Devices (MnMUTCD) that establishes how Solway Township achieves compliance.

WHEREAS, it is in the interest of Solway Township and the public to prevent the excessive use of traffic signs on the county highway system. A conservative use of traffic signs reduces maintenance costs and improves the effectiveness of those remaining signs. Limiting the excessive use of traffic signs fulfills demonstrated needs, champions a command of attention, reduces clutter that impedes the conveyance of a clear and simple meaning, fosters respect by road users, and reduces conflicts that may restrict time for a proper response which cumulatively improves traffic safety for all users and pursues the goals of the Minnesota Toward Zero Deaths partnership in Solway Township.

WHEREAS, the replacements of traffic signs shall be based upon the expected life of sign sheeting as determined by the manufacturer's warranty period or as documented by an engineering study. The replacement interval is not dependent on the traffic sign location or orientation.

NOW, THEREFORE, BE IT RESOLVED that Solway Township Board accepts support of the Minnesota Manual on Uniform Traffic Control Devices (MnMUTCD).

b) Supervisor Gajewski reported that there is no water over the road or no culvert freezing issues on Jerry, Sandberg and Van Gassler Roads.

FIRE DEPARTMENT: **a)** A total of 113 calls year-to-date: 65 medical, 40 fires and 8 vehicle accidents. It is reported that the warming shack heater is not working. Jim from Benson Electric will look at it. MOTION by Welsh, seconded by Stromlund and carried unanimously to replace the heater in the warming shack with the amount to not exceed \$500.

b) Supervisor Welsh will be attending the January 25th Fire Department business meeting.

c) MOTION by Gajewski, seconded by Welsh and carried unanimously to have the gauges on Tanker #2 fixed by EAM.

d) The installation of the Fire Hall generator will be finished Jan 10, 2018.

e) The ice skating rink has been flooded and is useable. Warming house was opened last Sunday.

RECYCLING: **a)** MOTION by Stromlund, seconded by Gajewski and carried to not have a food waste bin at the Township recycling shed.

b) Paul Dunaiski will attend the WLSSD attendant meeting on Monday, January 14, 2018.

HALL: **a)** Jim Perrault thought that work should begin sometime in January of 2018 on the ramp with the installation of the downstairs door unit to follow.

b) MOTION by Welsh, seconded by Gajewski and carried unanimously to withhold the damage deposit from Beth Adams as there was additional cleaning needed after the event.

c) There is sometimes a septic smell in the hall that is caused from the air vent stacks freezing up in colder weather.

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

b) Leon Forstrom reported the John Deere mower is now back in service.

c) MOTION by Welsh, seconded by Stromlund and carried unanimously to accept the proposal for basketball court / skating rink lighting from Red-D-Electric in the amount of \$8,406.00. Proctor School referendum money will be used for this project.

d) There is damage to one of the rope fence posts on the east side of the fire hall due to parking lot snow plowing. The Board decided to let Mr. Anderson know they can deduct what they feel is appropriate to cover the damage from their bill

e) MOTION by Welsh, seconded by Stromlund to purchase a basketball bench from Summit Supply in the amount of \$269.00 and use Proctor referendum funds to pay for the bench.

f) MOTION by Gajewski, seconded by Welsh and carried unanimously to increase the amount for purchase of soccer goals and nets to include the shipping charges to \$557.00. Proctor School referendum money will be used for this purchase.

CEMETERY: **a)** There is nothing new on the status of the burial resolution.

COMMITTEES: **a)** Special Events Committee to meet on Monday, January 15, 2018 at 6:30 pm to plan the Saturday, January 27, 2018 Winter Fun Day.

OLD BUSINESS: **a)** MOTION by Gajewski, seconded by Welsh and carried all unanimously to adopt Resolution #111 approving State of Minnesota Joint Powers agreements with the Township of Solway on behalf of its prosecuting attorney. This process is being followed to allow the Township to receive a portion of fines collected by the County.

b) MOTION by Welsh, seconded by Stromlund and carried unanimously to not send welcome letters to new businesses.

c) Leon Forstrom mentioned that the steelworkers have made repairs to the roadside mower and the Board should send a thank you to them.

NEW BUSINESS: **a)** MOTION by Welsh, seconded by Stromlund and carried unanimously to adopt Resolution #112 as follows:

RESOLUTION DESIGNATING ANNUAL POLLING PLACE

WHEREAS, it is important that citizens exercise their right to vote at their local polling place;

WHEREAS, Minn. Stat. §204B.16 requires the town board to designate its local polling place for elections annually;

NOW, THEREFORE, BE IT RESOLVED that the town board of Solway Township, St. Louis County, Minnesota does hereby designate Solway Town Hall at 4029 Munger Shaw Road, Cloquet, Minnesota in St. Louis County as its polling place in 2018.

BE IT FINALLY RESOLVED, that the township notify residents of this designation by following the requirements of Minn. Stat. §205.16.

b) The Board has set February 26, 2018 5:00 PM for the Budget Meeting.

c) MOTION by Gajewski, seconded by Stromlund and carried unanimously to hold the Board of Audit as the last Agenda item at the February 13, 2018 Town Board Meeting.

d) Because the Annual Meeting and Election are held the second Tuesday in March, the Board needs to set a new date for the Regular Town Board Meeting. MOTION by Gajewski, seconded by Stromlund and carried unanimously to set the Regular Town Board Meeting for March 20, 2018 beginning at 6:30 PM.

e) MOTION by Welsh, seconded by Gajewski and carried unanimously to adopt Resolution #114 as follows:

SOLWAY TOWNSHIP RESOLUTION #114
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 13, 2018; 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 13, 2018 election for the Town of Solway; and

WHEREAS, the Town Board for the Town of Solway has appointed its election judges for the March 13, 2018 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
Mary Busch

f) MOTION by Gajewski, seconded by Welsh and carried to appoint Bonnie Siiro, Leon Forstrom, Theresa Jensen, Amy Johnson, and Mary Busch (alternate) as Election Judges for the March 13, 2018 Township Election.

MOTION by Welsh, seconded by Stromlund and carried unanimously to adjourn tonight's meeting upon the Board completing signing of checks. The meeting adjourned at 9:00pm.