

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

MOTION made by Gajewski, seconded by Stromlund and carried unanimously to approve the minutes from the Town Board Meeting of September 13, 2016.

MOTION made by Gajewski, seconded by Stromlund and carried unanimously to accept the monthly Treasurer's report dated September 30, 2016.

Checking:16076-16116

Beginning Balance	\$421,562.95	
Receipts	200.00	
Disbursements	\$-36,308.23	
Ending Balance	<u>\$385,454.72</u>	\$385,454.72

Money Market

Beginning Balance	\$ 108,801.06	
Interest/Deposits	\$0.00	
Withdrawals	\$0.00	
Ending Balance	<u>\$108,801.06</u>	<u>\$108,801.06</u>

Total Accounts **\$494,255.78**

INCOMING CORRESPONDENCE:

09/08 Solway Fire Relief Association - Investment Report Form FIRE-15. No Board action taken.

09/08 Solway Fire Relief Association - Lump-Sum Pension Plans SC-16. No Board action taken.

09/08 Emergency Apparatus Maintenance - Certificate of Liability Insurance Form. No Board action taken

09/19 Como Oil & Propane - Commercial Pricing Agreement. MOTION by Stromlund, seconded by Welsh and carried unanimously to accept the fixed price of \$.999 for one year to deliver oil and propane to the Fire Hall and Town Hall.

09/20 Emergency Apparatus Maintenance - Estimate & Pump Results Engine 1 & 6 – Tanker 2. Motion made at September Board Meeting to authorize repairs.

09/26 Keith Anderson - 2016/2017 Winter Snow Removal Quote. MOTION by Gajewski, seconded by Stromlund and carried unanimously to accept the quote by Keith Anderson for snow removal at Town Hall and Fire Department parking lots.

09/27 Carlson Duluth - Fire Department RPZ Valve Test Report show it as passing. No Board action taken.

09/27 Mary Anderson, Acting Secretary St. Louis County Planning and Community Development Department - Letter regarding Shelton Event Center Decision – 6 in Favor. No Board action taken.

09/29 Harbor Squares - Thank you note & check for use of hall. No Board action taken.

10/03 St. Louis County Elections - Notice of General Election received from County for Posting purposes. Deputy Clerk Jensen posted at designated posting sites.

10/05 Richard Flesvig - Via e-mail DVR and security camera proposal. Board discussed under Hall.

10/06 Jim Lindquist – 2016 Third Quarter Aggregate Tax Reporting Form & Payment. No Board action taken.

10/06 Kivi Aggregate – 2016 Third Quarter Aggregate Tax Reporting Form. No Board action taken.

10/06 Richard Flesvig - Via e-mail DVR and security camera installation proposal. Board discussed under Hall.

10/06 St. Louis County Sheriff's Office - September 2016 Solway Township Crime Activity Report. Just informational - No Board action taken.

10/10 Carlson Duluth - Town Hall RPZ Valve Repair & Test Report. After installing a new/rebuilt RPZ Valve, tests show it as passing. No Board action taken.

10/10 Larry Peterson, Water Inspector, Minnesota Department of Health - Via e-mail appointment for retesting of water at fire hall and town hall. No Board action taken.

10/11 Chester Hanson, Township Resident - Via e-mail debris on North Berquist Road. Leon Forstrom checked into this complaint and debris is not in Township right-of-way. Response via e-mail to Chester Hanson that the Township is not responsible for removal of debris not in right-of-way.

10/11 Nick Priolo, Solway Fire Chief - Via e-mail from Pro Poly regarding Engine #6 tank leak – warranty work. Board has questions regarding this for fire department. Board is sending letter requesting representative from Fire Department at all Town Board Meetings.

OUTSTANDING BILLS: a) 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 \$19,964.64.

CITIZEN REQUESTS/CONCERN: a) The Clerk's Office received a Cartway Petition from Jonathan Swanson. Supervisor Gajewski stated this was only an organizational meeting and nothing would be discussed or decided tonight other than to set the date to walk the property for a site inspection and a date for the public hearing. Supervisors Welsh and Gajewski requested a \$15,000.00 security deposit be received by Mr. Swanson; who stated he would come in this week with the \$15,000.00. MOTION by Gajewski, seconded by Stromlund and carried unanimously to adopt Resolution #100 requiring financial security in the amount of \$15,000.00 from Jonathan Swanson, Petitioner, who is requesting the establishment of a cartway.

MOTION by Gajewski, seconded by Stromlund and carried unanimously to set the site inspection for Tuesday, November 1, 2016 at 3:00pm followed by a public hearing on Tuesday, November 1, 2016 at 5:30pm at the Solway Town Hall. Supervisor Gajewski let Mr. Swanson know he had ten days to post the Petition for Cartway along with the Notice of Public Hearing requesting the establishment of a cartway. Mr. Swanson will contact Deputy Clerk Jensen for a list of the designated posting sites. Also, Mr. Swanson will personally serve the affected property owner, Ron Johnson, with a copy of the Petition for a Cartway and the Notice of

Public Hearing. Mr. Swanson is to supply the township with the affidavits of personal service and posting.

Supervisor Welsh asked Mr. Swanson if he has met with Mr. Johnson to try and settle this matter with a possible easement. Mr. Swanson said he had not. Mr. Johnson was more than acceptable to meeting with Mr. Swanson to try and settle this with an easement. Supervisors Welsh and Gajewski both felt Mr. Swanson should meet with Mr. Johnson. Supervisor Gajewski went on to explain if the two parties agree on an easement, Mr. Swanson should contact the town hall and the public hearing date will be cancelled. Supervisors Welsh and Gajewski both mentioned that if an easement was agreed upon, the road could be blocked off and kept private. However, if no easement is agreed upon, this road would be open for public use and Mr. Swanson would need to maintain the road.

Supervisor Welsh asked what Mr. Swanson's intentions were for use of the land. Mr. Swanson explained he is looking at using it for weekends and possibly putting a recreational vehicle on it as he will be working down in the Duluth Area more.

Supervisors Gajewski, Welsh and Stromlund mentioned that it's the Board's responsibility to determine the cartway route.

b) Supervisor Gajewski reported the boy scouts had completed and delivered the benches for the Valeria Witte Memorial Trail. The benches will be stored in the old bus garage until next Spring. The wood on several of the benches were split when screws were drilled and will need to be glued. All the benches need to have a sealant applied before installation along the trail. Deputy Clerk Jensen was directed by the Board to contact the individuals who purchased a bench and let them know the benches will be installed next Spring.

ROAD: a) Supervisor Gajewski reported that the turnaround agreement with Mr. Woods has been signed; therefore, all turnaround agreements have been signed and sent to St. Louis County.

b) Supervisor Gajewski reported North Jeffrey Road had a wash-out approximately 3-4 feet wide on the right side. The Minnesota Department of Transportation was notified and it has been repaired.

FIRE DEPARTMENT: a) A total of 86 calls year-to-date.

b) There was no representative from the Fire Department at the Board Meeting. MOTION by Stromlund, seconded by Gajewski and carried unanimously to have Deputy Clerk Jensen send a letter to the fire department that per their contract with the township a representative from the department must attend the Township Board Meetings.

c) The Supervisors had a discussion regarding a reservoir being installed on the Maple Grove Road Property; however, Supervisors Welsh and Stromlund felt this discussion should wait until the Town Board hears from Fire Chief Priolo and Sara Rogalla to see if they have met regarding putting a reservoir on Sara's property.

RECYCLING: a) Waste Management, the recycling hauler, have installed their bins outside the recycling shed.

HALL: a) MOTION by Gajewski, seconded by Welsh and carried unanimously to have Rick Flesvig purchase and install four security cameras not to exceed the amount of \$2,200.00.
b) Several Solway Residents reported they did not receive the Hermantown/Proctor Community Education brochure. Deputy Clerk Jensen was asked to contact the Hermantown/Proctor Community Education to see why the requested mailing list from the Solway Section Lines was not used to send the brochures out.
c) The RPZ valves have been installed. MOTION by Stromlund, seconded by Welsh and carried unanimously to have Carlson Duluth retest and retag the RPZ valves on a yearly basis. Carlson Duluth will charge a reduced rate to retest and retag the RPZ valves as there are two buildings on same property.
d) The Community Development Block Grant Pre-Application needs to be received by Steve Nelson at St. Louis County by October 17, 2016. Supervisor Gajewski will be filling out the application and using the two estimates he has received to complete the pre-application.

PARK: a) The monthly Township Properties Safety Inspection Report as completed by Supervisor Gajewski shows no hazards and the parks, fields and township grounds are found to be in good condition.
b) Benches were discussed above under Citizens Concerns.
c) The grass has been worn down in front of the benches on the soccer fields along with a hole in front of one of the goals due to penalty kicks. MOTION by Welsh, seconded by Stromlund and carried unanimously to purchase fertilizer not to exceed the amount of \$500.00 for the soccer fields and cemetery.

CEMETERY: a) Julia Oswald was buried on October 7, 2016.
b) There will be a reminder put in the Solway Section Lines Newsletter about the timely removal of grave decorations.

COMMITTEES: a) Flyers promoting the Halloween Carnival will be delivered for distribution on the school buses and the local churches.
b) The Special Events Committee will be meeting on Monday, October 24, 2016 at 6:30pm to make the final arrangements for the Halloween Carnival.

OLD BUSINESS: a) The Board requested Clerk Merritt make sure the Supervisors who need to be certified for the Local Board of Appeal and Equalization are registered for the class at the Minnesota Association of Townships Spring Short Course.

NEW BUSINESS: a) Deputy Clerk Jensen reported at the September 20, 2016, Alliance of City, Township and Schools (ACTS) Meeting held at Solway Town Hall Suzy Hartwick, teacher at Proctor School, and her husband, Sterling Hartwick who serves with the 148th Air National Guard, wanted help in promoting the Yellow Ribbon Community program. The program is for families who might need help with cutting lawn, daycare or any other numerous things while their spouse is deployed. The Hartwicks are looking for help from civic leaders along with residents to help with developing a steering committee. As this program is just developing, the Hartwicks wanted to get the word out and see if there was any interest within the local communities.
b) Chris Ellian and Paul Dunaiski will contact Clerk Merritt regarding being election judges. MOTION by Gajewski, seconded by Stromlund and carried unanimously to appoint the

following as election judges: Leon Forstrom, Terri Jensen, Ron Gajewski, Bonnie Siiro, Amy Johnson, Kareen Nelson, Mary Busch and Scott Welsh.

c) MOTION by Gajewski, seconded by Stromlund and carried unanimously for any Board Member to attend the Minnesota Association of Township's Annual Meeting in St. Cloud on October 17, 18 and 19, 2016, at township expense.

MOTION made by Stromlund, seconded by Gajewski and carried unanimously to adjourn tonight's meeting upon the Board completing signing of checks. The meeting adjourned at 8:50PM.