

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 Supervisors Ron Gajewski and Clare Stromlund, Clerk Autumn Marquardt, Treasurer Cindy Moe and six concerned citizens.

MOTION by Gajewski, seconded by Stromlund and carried unanimously to approve the minutes from the Town Board Meeting of September 10, 2019 as presented.

MOTION by Stromlund, seconded by Gajewski and carried unanimously to accept the Treasurer's report dated September 30, 2019.

**Checking:17623-17653**

Beginning Balance	\$294,103.58	
Receipts	\$838.83	
Disbursements	<u>\$-19,551.63</u>	
Ending Balance	\$275,390.78	<b>\$275,390.78</b>

**Money Market**

Beginning Balance	\$ 109,118.60	
Interest/Deposits	\$9.27	
Withdrawals	<u>\$0.00</u>	
Ending Balance	\$109,127.87	<b><u>\$109,127.87</u></b>

**Total Accounts** **\$384,518.65**

**INCOMING CORRESPONDENCE:**

**9/13 Minnesota Association of Townships Agency** – The property valuation for Solway Township is complete. Supervisor Gajewski noticed several discrepancies on the report involving the multipurpose building, ceilings heights, all of the Township buildings are non smoking, and that the maintenance garage is not a steel frame building as reported but a concrete one. Supervisor Gajewski spoke with Dawn Zimmerman from the Minnesota Association of Townships Insurance Trust to fix the discrepancies. The multipurpose building is 24x24 feet and was built at a cost of \$50,000. A \$145.00 insurance premium would be added for the full replacement cost for the multipurpose building. The pavilion also has insurance coverage. Supervisor Gajewski believes that the Township should go with full replacement costs as shown on Exhibit A of the report. MOTION by Gajewski, seconded by Stromlund and carried unanimously to accept Exhibit A with the addition of the multipurpose building, resolution #122 approving replacement cost coverage. MOTION by Gajewski, seconded by Stromlund and carried unanimously to accept resolution #123 agreeing to an increased property and casualty deductible of \$2,500. Supervisor Gajewski will continue to work with Minnesota Association of Townships Insurance Trust to correct the information accordingly.

**Resolution #122 approving replacement cost coverage**

**WHEREAS**, The town board has received information concerning the value of property owned by the town; and

**WHEREAS**, The town board has determined that it desires to fully insure that property.

**NOW, THEREFORE, BE IT RESOLVED**, that the town board of Solway Township, St. Louis County, Minnesota approves obtaining replacement cost coverage from the Minnesota Association of Townships Insurance Trust as set out in Exhibit A attached hereto and authorizes and directs the clerk to take any steps necessary to do so.

Adopted this 8<sup>th</sup> day of October, 2019 **BY THE BOARD**.

### **Resolution #123 approving an increased property & casualty deductible**

**WHEREAS**, the town board has received information concerning the value of property owned by the town; and

**WHEREAS**, in order to reduce the amount it costs to insure that property, the town board has determined that it desires to increase the amount of the deductible on the insurance covering it.

**NOW, THEREFORE, BE IT RESOLVED**, that, subject to the provisions of the town's property and casualty insurance with the Minnesota Association of Townships Insurance Trust the town board approves changing the deductible on such property and casualty insurance to the following amount, \$2,500. The town clerk is hereby authorized to take any steps necessary to implement this change.

Adopted this 8<sup>th</sup> day of October, 2019 **BY THE BOARD**.

**9/23 Minnesota Pollution Control Agency** – Plain English summary of the proposed amendments to rules governing water quality standards for class 2 and class 7 use designations. No Board action.

**9/24 Minnesota Association of Townships Insurance Trust** - Email from Jon Mocol with the Minnesota Association of Townships Insurance Trust stating the insurance company does not check the driving records of the Fire Department, they rate by the vehicle itself. This is addressed under the Fire Department.

**9/24 Decaigny Excavating** – Second quarter Aggregate tax reporting form and payment. The Township Attorney John Bray advised the Board that it is the Boards decision what to do about the penalties. The Board agreed that the Township should collect the penalties. MOTION by Stromlund, seconded by Gajewski and carried unanimously to send the invoice for late fees to Decaigny Excavating per state statute.

**9/25 Western Lake Superior Sanitary District** – Email from Lorilee Blais with Western Lake Superior Sanitary District advising Clerk Marquardt that a new 8 yard dumpster was going to be dropped off as well as a new lock to replace the lock that was broken by Waste Management. New recycling tracking forms were sent as well.

**9/27 Carlton County Soil Improvement Program** - Letter informing the Township of wood ash application on the property of 7496 Highway 2. No Board action.

**9/27 Carlton County Soil Improvement Program** – Letter informing the Township of wood ash application on the property of 3535 Solway Rd. No Board action.

**10/3 St. Louis County Planning and Community Development** – Notice of a public hearing for zoning ordinance 62 (short term rentals) to be held on October 10, 2019. No Board action.

**10/7 Andrens** – Invitation to the 123<sup>rd</sup> fall show on Tuesday October 15, 2019 from 11am to 2pm.

**10/7 Proctor High School** – Request for a donation for the 2020 Proctor Chem Free Grad Party. Decisions to donate to the Chem Free Grad party are made by the electorate at the annual meeting.

**10/7 Kivi Aggregate** – 3<sup>rd</sup> quarter Aggregate tax reporting form and payment.

**10/7 Chuck and Diane Hartley** – Thank you note for the prompt pick up of discarded items on the Jerry Rd.

**OUTSTANDING BILLS:** a) Treasurer Moe has one additional bill, not listed on the outstanding bills list:

- Metro Sales for the amount of \$2,632.46 for the remaining amount of the contract on the copier/fax machine.

MOTION by Stromlund, seconded by Gajewski and carried unanimously to pay all bills as listed on the Outstanding Bills list presented by the Town Treasurer and the additional bill presented for a total amount of \$27,375.30.

Treasurer Moe advised the Board that her township credit card has been compromised. Treasurer Moe has contacted Wells Fargo and they have turned it over to the credit card fraud department. The total amount that was spent on the credit card was \$3,500.

**CITIZEN REQUESTS/CONCERNS:** a) Kayla Stenstrup presented a request to rent out the Town Hall for a nature day care center. Ms. Stenstrup explained that the idea behind nature based learning is for children to learn boundaries, a sense of self, and creativity through playing in the natural environment. Supervisor Welsh questioned if this would be run as a small business and if Ms. Stenstrup would be charging for the services. She stated that she would. Town Hall policy states that there cannot be any for profit business done in the Town Hall. The Board advised Ms. Stenstrup of the options for rentals that Township residents have and wish her the best of luck with starting up the nature day care center.

b) Supervisor Stromlund advised the Board that he received a complaint about KTM Paving on Sandberg Rd. hauling before 7am. It was suggested that St. Louis County Planning and Community Development be contacted. It was also noted that the citizen who advised Supervisor Stromlund of this issue can contact Paul Fish for information on who to contact.

c) Jess Peterson noticed the Newsletter article explaining that Fire Signs need to be visible for the Fire Department to be able to find residences and questioned where he can get the fire signs. Mr. Peterson was advised to contact 911 and they will send him the new fire signs.

**ROAD:** a) St. Louis County advised Clerk Marquardt that the pot holes have been filled on the Jeffrey Rd. Chairperson Welsh stated that it does not seem that they were filled. Clerk Marquardt will let St. Louis County know that they need to be redone.

b) Ayers Rd. brush removal and ditch cleaning has been completed.

c) The willow trees overhanging on S. Hanson Rd. have been removed.

b) Butch Lund has completed the roadside mowing. Mr. Lund advised the Board of a tractor and mower he has found for sale. The gentleman selling the mower stated that he wants to sell

the tractor and the mower together. It was suggested that Mr. Lund get in touch with Greg Bottila to see if he is willing to look at the tractor and mower and let the Board know if he thinks it would be a good purchase. MOTION by Stromlund, seconded by Welsh and carried unanimously to pay Mr. Lund and Mr. Bottila wages and mileage to look at the mower.

**c)** Butch Lund has gotten rid of the barrel of oil that was in the maintenance garage.

**d)** Clerk Marquardt questioned when she was to get in contact with Keith Anderson regarding snowplowing. No quotes or bids have been received at the Town Hall yet. MOTION by Welsh, seconded by Gajewski and carried unanimously to hire Keith Anderson for the snowplowing providing that his bid does not exceed a 10% increase in cost.

**Fire: a)** Chief Nick Priolo gave a report that states a total of 103 calls year to date have been responded to. This includes 76 medical calls, 18 fire calls and 9 vehicle accidents. All the fire calls were mutual aid.

**b)** The Fire Department was not accepted to receive a grant for their turn out gear. 12 sets of gear would be needed. Chief Priolo passed out a quote of \$35,880.00 for the 12 sets. The Board advised Chief Priolo to bring this quote to the budget meeting.

**c)** Clerk Marquardt checked with the Minnesota Association of Townships Insurance Trust regarding how personal traffic violations of Fire Fighters might affect the insurance coverage. Jon Mocol from the Minnesota Association of Townships Insurance Trust advised Clerk Marquardt that they do not look into the personal driving records, only the vehicles. Supervisor Gajewski suggested that Chief Priolo develop bylaws that would include Standard operating procedures that will limit drivers with traffic violations use of the fire vehicles. At the Legal Seminar in Cotton that was held by Couri and Ruppe, Chairperson Welsh questioned the attorneys about driving records and how it would affect the ability to drive the fire trucks. The attorneys at this seminar said it is up to the Township to develop the requirements/S.O.Ps. Chief Priolo will write up the requirements so there is consistency with every member of the Fire Department. The Board supports the possibility of a probation period where if no other traffic violations are made over a certain period of time, privilege to drive the fire trucks would be restored.

**d)** Chief Priolo advised the Board that the Flamettes have offered up to \$2,500 to help the Fire Department purchase a new washer so they are able to get the chemicals out of their gear. Treasurer Moe suggested that the Board check into the possibility of funding for the washer as the chemicals can be dangerous. Treasurer Moe stated that she knew that Mr. Jim Fisher from the County Association of Townships was looking into this and that the Board could ask him at the County Association of Townships meeting. MOTION by Gajewski, seconded by Stromlund and carried unanimously to spend up to \$3,000 to help the Fire Department purchase a new washer if funding is not available.

**e)** The "No Parking" signs in front of the Fire Hall have faded from the sun and are difficult to read. Supervisor Gajewski believes the signs came from Menards or Todd Signs. Obtaining new ones will be look into.

**f)** Chief Priolo advised the Board that there was an issue with the conduct of a Fire Fighter that involved the slamming of the door on the side of the Fire Hall. The door is not shutting correctly and possibly needs to be fixed. The Fire Department will handle the matter internally. Jim Madigan grounds/maintenance personnel will look at the door that is not closing properly.

**RECYCLING: a)** Paul Dunaiski was not present to give a report.

**HALL:** a) Como Oil and Propane came to the Town Hall to perform the preventative maintenance on the Furnace. Everything is in good working order and the propane tank at the maintenance garage does not need to be replaced.

b) Jim Madigan fixed the vacuum cleaner that was not working. Clerk Marquardt did not pick up a new vacuum as the old one is working again.

c) The copier/fax machine that is contracted out at the Town Hall was struck by lightning and the faxing portion of the machine no longer works. Clerk Marquardt was contacted by Metro Sales who advised her that the maintenance agreement was voided out because it was damage caused by an "act of god". Clerk Marquardt received a few different options from Metro Sales. The first option would be replacing the fax board, which would cost \$942.74. If the Township only fixed the fax board there would still be no maintenance agreement available. The second option is to submit an insurance claim and begin a new rental with a new machine. The total remaining amount on the fax machine is \$2,632.46. It was also suggested that Clerk Marquardt pick up a surge protector for the copier/fax machine so that lightning damage does not happen again. MOTION by Gajewski, seconded by Welsh, and carried unanimously for Clerk Marquardt to spend up to \$100.00 on a new surge protector. MOTION by Gajewski, seconded by Stromlund and carried unanimously to pay the full amount owed for the copier/fax machine and file an insurance claim. MOTION by Gajewski, seconded by Stromlund and carried unanimously to enter into a new contract with Metro Sales with a new machine.

e) A new Authorized Purchaser form has been signed by Supervisor Gajewski, Clerk Marquardt, Jim Madigan and Paul Dunaiski for Menards Hermantown.

d) Carlson Duluth Company will be coming on Thursday October 10, 2019 to perform the RPZV valve testing.

**PARK:** a) Supervisor Gajewski performed the monthly Township Properties Safety Inspection Report and advised that the park is in good shape. Supervisor Gajewski noted that if something needs attention, the maintenance crew takes care of it right away.

b) Paul Dunaiski has picked up 16 bags of fertilizer for the soccer and baseball fields. Jim Madigan stated that they would work on fertilizing the fields next week.

c) Pea rock has been placed on the lower playground.

d) A few shingles on the multipurpose building blew off during a wind storm. Supervisor Gajewski advised the Board that Town and Country has fixed this issue.

e) Clerk Marquardt purchased three new balls for the rainbow arch at the lower playground. The cost of each ball was \$15.00.

f) Clerk Marquardt will contact Portable John to have the unit at the Munger Field as well as the extra unit at the Town Hall picked up.

**CEMETERY:** a) Two Burials: John and Olive Rogalla, September 13, 2019.

**COMMITTEES:** a) The Halloween Carnival will be held on Friday October 25, 2019 from 6-9pm, committee members should arrive at 5pm. The Special Events committee will be meeting again on Monday October 21, 2019 at 6:30pm. Set up for the carnival will take place on Thursday October 24, 2019 at 6pm

**OLD BUSINESS:** a) Chairperson Welsh, Supervisor Gajewski, and Treasurer Moe attended the Legal Seminar put on by Couri and Ruppe in Cotton. Legal questions covered under the Fire Department were answered. Treasurer Moe advised Clerk Marquardt not to do anything with the prescription opiate litigation paperwork that was received at the Town Hall.

b) Solway Township Townsite is made up of 3 separate parcels. Supervisor Gajewski worked with Sean Worthington to verify that it would be beneficial for the Township if the parcels were combined. Supervisor Gajewski signed and sent in the form to combine the Township Parcels.

c) The Newsletter is out.

d) The Appreciation dinner for Township, Fire Department, and Flamette Personell, and retirees is scheduled for November 7<sup>th</sup>. The menu for this dinner has been decided and will offer gluten free options.

**NEW BUSINESS:** a) Paul Dunaiski mentioned that Horst and Loni Blumerich expressed interest in running the recycling shed after he retires. Supervisor Gajewski stated they will need to fill out an application, and interview before a decision is made. The Township is only hiring for one position which they could share. If they apply, a hiring interview will be scheduled.

MOTION by Stromlund, seconded by Welsh and carried unanimously to adjourn tonight's meeting upon the Board completing the signing of checks. The meeting adjourned at 8:30 pm.