

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 Clare R. Stromlund and Ron Gajewski, Clerk Regena Merritt, Treasurer Cindy Moe, Deputy Clerk Terri Jensen and five concerned citizens.

MOTION made by Stromlund, seconded by Gajewski and carried unanimously to approve the minutes from the Town Board Meeting of January 10, 2017.

MOTION made by Gajewski, seconded by Stromlund and carried unanimously to accept the Final Treasurer's report dated December 31, 2016.

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

**Checking:16243-16284**

Beginning Balance	\$483,144.97	
Receipts	21,937.55	
Disbursements	<u>\$-64,790.31</u>	
Ending Balance	\$440,292.21	<b>\$440,292.21</b>

**Money Market**

Beginning Balance	<b>\$ 108,837.34</b>	
Interest/Deposits	\$9.24	
Withdrawals	<u>\$0.00</u>	
Ending Balance	\$108,846.58	<b><u>\$108,846.58</u></b>

**Total Accounts**

**\$549,138.79**

**INCOMING CORRESPONDENCE:**

**01/07 Minnesota Dept. of Revenue** – Local Board of Appeal and Equalization Training Certificate for Supervisor Ronald Gajewski. No board action.

**01/10 Scott Welsh** – Affidavit of Candidacy for Township Supervisor Form. No board action.

**01/13 Troy Salzer, Extension Educator, University of Minnesota** – Letter informing township of wood ash application on 314 Canosia Road. No board action.

**01/17 Gobel Aggregate** – Fourth Quarter Aggregate Tax Reporting Form and payment. No board action.

**01/24 James Foldesi, Engineer, Public Works Depart, St. Louis County** – Informational letter inviting townships to participate in 2017 St. Louis County Aggregate Crushing and Maintenance Striping Programs. Board voted unanimously not to participate.

**01/24 David R. Moeller, Executive Secretary, Minnesota Power** – Notice and Order for Hearing regarding Minnesota Power's rate increase request. No board action.

**01/24 Minnesota Dept. of Revenue** – Local Board of Appeal and Equalization Training Certificate for Supervisor Scott Welsh. No board action.

**01/26 Todd Signs** – Bench plaque design and description. Discussed under Park.

**01/30 Shelton Excavating** – Fourth Quarter Aggregate Tax Reporting Form. No board action.

**02/08 Minnesota Association of Townships** – 2017 Spring Short Course to be held April 7<sup>th</sup> at Black Bear Convention Center in Carlton, Minnesota. MOTION by Gajewski, seconded by Stromlund and carried unanimously that any township official may attend the 2017 Spring Short Course at township expense.

**02/08 Louis Coon, Relationship Mngr. Wells Fargo** – Informational letter regarding Solway Account being transitioned to Government Banking Team. No board action.

**02/10 Jessica Worden, Community Education Program** – E-mail inquiring if Solway has any events to be placed in upcoming brochure. MOTION by Gajewski, seconded by Stromlund and carried unanimously to have Deputy Clerk Jensen contact Community Education to inquire about including book mobile schedule.

**02/14 Sara Rogalla, Pit 56** – Fourth Quarter Tax Reporting Form. No board action.

**02/14 Lana Anderson, St. Louis County Assessor's Office** – Letter notifying township that Local Board of Appeal and Equalization hearing will be held on May 2, 2017, from 5:00pm to 6:00pm. No board action.

**OUTSTANDING BILLS:** a) The Treasurer has additional bills to be added to the Outstanding Bills List as follows:

- Theresa Jensen for reimbursement of cell phone and mileage in the amount of \$33.03.
- Como Oil for heating fuel in the amount of \$832.57.
- Northern States for garbage in the amount of \$108.91.

MOTION by Gajewski, seconded by Stromlund and carried unanimously to pay all outstanding bills as listed on the Outstanding Bills list and additions as presented by the Town Treasurer for a total amount of \$24,432.09.

**CITIZEN REQUESTS/CONCERN:** a) MOTION by Gajewski, seconded by Welsh and carried unanimously to accept the nomination of Marcie Keppers by Barb Mattson for the 2017 Solway Citizen of the Year award. Supervisor Gajewski asked Deputy Clerk Jensen to make a correction in the newsletter that all nomination letters for Solway citizen of the year be received prior to the February board meeting.

b) Supervisor Gajewski would like input from the Electorate during the annual meeting regarding how to spend the park and recreational funds the township will receive from the passed referendum. Clerk Merritt will place this on the agenda for the annual meeting.

**ROAD:** a) No complaints have been received regarding township roads.

b) Clerk Merritt will compose a letter to the residents on Birchway and Cedarway Roads explaining nothing can be left in the right of way.

**FIRE DEPARTMENT:** a) A total of 18 calls year-to-date: 9 medical, 6 fires and 3 vehicle accidents.

b) Emergency Apparatus and Maintenance will be checking the pump on Engine 6, which froze up on a scene.

c) Both water light sticks are not working on Tanker 2. Fire Chief Priolo is still waiting for an estimate to repair this.

**d)** Fire Chief Priolo reported the radios have been paid for; the process of getting pipe dimensions and installation cost for the water source at the Rogalla Pit has been started and the bingo permit has been applied for and received.

**e)** The Red Cross is donating smoke alarms for local fire departments to install. Fire Chief Priolo will be meeting with the Red Cross regarding this soon. Supervisor Gajewski requested Fire Chief Priolo obtain information to be put on the township and fire department websites and in the township newsletter.

**f)** Fire Chief Priolo reported the internet at the fire department is still slow. Century Link had a technician come look at the system and found everything to be fine. The system is buffering when trying to send reports. Township resident, Chris Ellian, will meet with Fire Chief Priolo to address if it is a wi-fi issue or computer issue. Mr. Ellian felt this was a tablet problem, and the fire department will need to purchase a computer for the office.

**g)** Supervisor Gajewski requested Fire Chief Priolo attend the Budget Meeting on Thursday, February 16, 2017, at 5:00 pm and share long term goals the department may have.

**RECYCLING:** **a)** Nothing new to report regarding the battery recovery or plastic bag recycling.

**b)** The recycling shed is being cleaned out and throwing away the unrecyclable items.

**HALL:** **a)** Township resident, Shirley Nylund, requested the flower beds alongside the hall have dirt added. MOTION by Gajewski, seconded by Welsh and carried unanimously to purchase dirt not to exceed \$100.00 for the flower beds.

**b)** Leon Forstrom will check into satin floor finishes at Menards, Proctor Builders and Dalco for the floor upkeep. MOTION by Stromlund, seconded by Welsh and carried unanimously to have Leon Forstrom purchase a floor product not to exceed \$200.00 for the upkeep of the wooden floor at the town hall.

**c)** Township resident, Chris Ellian, will obtain resurfacing prices for the town hall floor and present them at the March Town Board Meeting.

**d)** Deputy Clerk Jensen received a call requesting the reissue of a hall rental check. The resident is willing to have the stop payment fee deducted from the reissued check. MOTION by Stromlund, seconded by Welsh and carried unanimously to reissue the check minus the stop payment fee.

**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 and Paul Dunaiski will make two additional benches. The bench plaque proofs have been received from Todd Signs. MOTION by Gajewski, seconded by Stromlund and carried unanimously to approve the twelve 4x6 bench plaque proofs at approximately \$480.00 and ask Todd Signs to recommend a screw size for installation of the plaques.

**c)** Supervisor Gajewski approached the board regarding acceptance of the donation of aluminum Witte Memorial Trail signs. Supervisor Gajewski would like to donate these signs as a memorial for Joan Gajewski. Todd Signs will charge \$150.00 for the initial art work and then \$85.00 per sign for a total of \$660.00. The township would be responsible for the cost of the timber post, labor and miscellaneous items i.e. screws. MOTION by Welsh, seconded by Stromlund and carried unanimously to accept the donation by Ronald Gajewski of the Witte Memorial Trail signs as a memorial for Joan Gajewski. Abstaining - Supervisor Gajewski.

**CEMETERY:** **a)** No concerns.

**COMMITTEES:** a) Supervisor Gajewski reported the Winter Fun Day was a success.

**OLD BUSINESS:** a) Deputy Clerk Jensen is working with Jake Benson from the Proctor Journal regarding postal regulations for returning of survey cards.

b) The Community Development Block Grant Funds of \$16,500.00 have been approved by the Grant Committee. The next step is for approval by the St. Louis County Board.

c) The 2018 Solway Township Budget Meeting will be held on Thursday, February 16, 2017 at 5:00pm.

d) Clerk Merritt reported that townships are appointing the operators of road graders for the noxious weed inspector. Kristin Fogard, the County Ag Inspector, is only looking for a contact person. As the township does not need an inspector at this time, this will be discussed in the future.

**NEW BUSINESS:** a) Clerk Merritt received information regarding the 2020 Census. The Solway Clerk will be the representative and contact person for the township.

b) The Board needs to appoint Election Judges for the March 14, 2017 election, and as required by state statute must by resolution appoint an Absentee Ballot Board. MOTION by Stromlund, seconded by Gajewski and carried unanimously to appoint Leon Forstrom, Bonnie Siiro, Clare R. Stromlund and Amy Johnson as Election Judges for the March 14, 2017 Township Election and to adopt Resolution #101 as follows:

## **SOLWAY TOWNSHIP RESOLUTION #101**

### **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 14, 2017; 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 14, 2017 election for the Town of Solway; and

**WHEREAS**, the Town Board for the Town of Solway has appointed its election judges for the March 14, 2017 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 Stromlund moved the adoption of the resolution, seconded by Supervisor Gajewski, and it was declared adopted on the 14<sup>th</sup> day of February, 2017 upon the following votes: Yeas – Ronald Gajewski, Scott Welsh and Clare R. Stromlund.

Nays – none. Adopted this 14<sup>th</sup> day of February, 2017

**c)** Supervisor Gajewski mentioned the town hall is being rented by a township resident for a swing dance group and is wondering if the rental fee should be waived as this is a community event for teens. Supervisor Welsh asked if the township resident requested the fee be waived, and Clerk Merritt reported it had not. MOTION by Gajewski, seconded Stromlund and carried unanimously to leave the rental fees at the current rate of \$175.00 for the Swing Dance Group as this is a closed group and not open to the entire community.

**d)** Treasurer Moe reported Midway Sewer has pumped the cistern at the fire hall four times since last summer at a cost of \$200.00 per visit. This issue will be brought up at the 2018 Budget Meeting scheduled for Thursday, February 16, 2017 at 5:00pm.

**Board of Audit:** The Clerk's and Treasurer's books were audited by the Board of Supervisors and found to be in order. The Board of Audit consisted of Chairperson Welsh and Supervisors Gajewski and Stromlund. MOTION by Stromlund, seconded by Welsh and carried unanimously that the Clerk's and Treasurer's books were in order.

MOTION by Chairperson Welsh, seconded by Stromlund and carried unanimously to adjourn tonight's meeting upon the Board completing signing of checks. The meeting adjourned at 9:20pm.