

The Solway Town Board Meeting was called to order at 6:30 p.m. via teleconference 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 one concerned citizen.

MOTION by Welsh seconded by Gajewski and carried unanimously to approve the rotation of the Chairperson to Clare Stromlund and the Vice Chairperson to Ron Gajewski.

MOTION by Gajewski, seconded by Welsh and carried unanimously to adopt the resolution establishing the ability to conduct open meetings by telephone.

MOTION by Gajewski, seconded by Welsh and carried unanimously to approve the minutes from the Town Board Meeting of March 17, 2020 as presented. Special meeting minutes from the March 30, 2020 meeting regarding the Local Board of Appeal and Equalization meeting will be presented to the Board in May.

MOTION by Welsh, seconded by Gajewski and carried unanimously to accept the Treasurer's report dated March 31, 2020.

Checking:17860-17902

Beginning Balance	\$267,836.21	
Receipts	\$40.00	
Disbursements	\$-28,222.14	
Ending Balance	<u>\$239,654.07</u>	\$239,654.07

Money Market

Beginning Balance	\$ 109,182.25	
Interest/Deposits	\$0.00	
Withdrawals	\$0.00	
Ending Balance	<u>\$109,182.25</u>	<u>\$109,182.25</u>

Total Accounts **\$348,836.32**

Supervisor Gajewski brought to the attention of the board that although she is not in the office Clerk Marquardt is on call during regular office hours and suggests that she be paid for her regular work scheduled hours during the time that the stay at home order is in place. Supervisor Welsh agrees, Clerk Marquardt is currently scheduled for 18 hours a week. MOTION by Gajewski, seconded by Welsh and carried unanimously to pay Clerk Marquardt for the 18 hours a week that she is on call plus any extra hours that she puts in during the stay at home order. Supervisor Gajewski also brought up that Horst Blumerich is also a scheduled employee and could be paid for his regular hours. Mr. Blumerich advised the Board that he is currently collecting unemployment so the Board will not pay him for his regular hours.

INCOMING CORRESPONDENCE:

3/26 Duluth News Tribune, Proctor Journal, Hermantown Star, Pine Journal, Pine Knot – Affidavit of Publication for the Local Board of Appeal and Equalization meeting that was to take place on April 7, 2020.

3/30 ISO – Public Protection Classification letter. Supervisor Welsh advised that he is unsure of what it means but thinks this letter may have a bearing on insurance for residents. The letter represents the quality of fire protection available in the Township. This was at a 7 previously and is currently at a 6. Supervisor Gajewski believes that this number could only be increased if fire hydrants were installed in town. Supervisor Welsh stated that at one point the Township was at the highest rating they can get. Clerk Marquardt will research what the numbers for the ISO rating means and bring back more information to the Board. The idea was brought forth to have Chief Priolo explain the number more. This item will be brought to the May meeting with more information to be brought forth.

4/06 Kivi Aggregate – Aggregate tax reporting form.

4/06 James Lindquist – Aggregate tax reporting form.

4/06 Gobel Aggregate, Inc. – Aggregate tax reporting form.

4/07 Brenda Pallin – Clerk Marquardt received an email from Brenda Pallin regarding the CenturyLink account. Ms. Pallin advised Clerk Marquardt that she was receiving emails from CenturyLink regarding Solway Townships accounts. Clerk Marquardt has contacted CenturyLink and has fixed this problem.

4/07 Duluth News Tribune, Proctor Journal, Hermantown Star, Pine Journal, Pine Knot – Affidavit of Publication for the cancellation of the Local Board of Appeal and Equalization that was supposed to take place on April 7, 2020.

4/09 Sean Worthington - Local Board of Appeal and Equalization form for 2020 that shows that no supervisors were present at the meeting place. This meeting was cancelled due to the Covid-19 pandemic taking place and the inability for the Board to produce a quorum.

4/09 Shelton Excavating, Inc. - Aggregate tax reporting form.

4/13 Pit 56, Inc. - Aggregate tax reporting form.

4/13 Decaigny Excavating, Inc. - Aggregate tax reporting form.

4/14 Coon's Aggregate Supply Co. - Aggregate tax reporting form and payment.

4/14 KTM Paving, Inc. - Aggregate tax reporting form and payment.

OUTSTANDING BILLS: a) Treasurer Moe had two changes on the outstanding bills list. One for Autumn Marquardt for reimbursement in the amount of \$67.28 and one for James Madigan for reimbursement in the amount of \$35.35. Treasurer Moe also has six additional bills not listed on the outstanding bills list:

- Jim Lindquist for the amount of \$1,092.50 for grading of the roads.
- Proctor Journal for the amount of \$1,083.40 for the newsletter and the flyers that were sent out regarding the Local Board of Appeal and Equalization meeting cancellation.
- Forum Communications for the amount of \$87.72 for notice of cancellation of the local board of appeal and equalization meeting.
- Henry Seppala for the amount of \$25.00 for deposit refund.
- Sandy Schubitzke for the amount of \$25.00 for deposit refund.
- Como Oil and Propane for the amount of \$502.63 for fuel oil for the town hall.

MOTION by Welsh, 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 bills presented for a total amount of \$21,135.36.

Supervisor Welsh advised the Board of some information that he learned from a conference call with the Minnesota Association of Townships that he attended. The Minnesota Legislature put through a family leave act that allowed an extra 80 hours of leave time if you have any symptoms of the Covid-19 virus. This act allows full pay for anyone who has symptoms and 2/3 pay if you have to take leave to take care of a family member. Minnesota Association of townships discussed their views on the Local Board of Appeal and Equalization meetings that were going to be affected by the Covid-19 Virus stating that Townships that went to the "open book" option will need to take action to see if they can take back their second year if they cancelled their meetings. During the stay at home orders that are in place by Governor Tim Walz, all meetings must be done via teleconference. The Minnesota Association of Townships gave a few different options on what Townships can use to conduct these meetings. During the time of the stay at home order all oaths can be done over the phone. Road inspections can still be done during this time, however, any board member that is participating in the inspections must ride in separate cars. MOTION by Stromlund seconded by Gajewski and carried unanimously for Supervisor Gajewski, Clerk Marquardt and Jim Lindquist to do the road inspection in separate cars on April 24th.

**CITIZEN REQUESTS/CONCERNS: a)
b)**

ROAD: a) Supervisor Gajewski gave an update on Sandberg Rd. stating that the flooding is now under control. Larry Shelton said that additional work will need to be done and that Jim Lindquist will be able to complete this work. The additional work includes: ditching and putting in a culvert. More information will be brought back from the road inspection on this.

b) On south Sandberg road Mr. Dave Nartnik would like to install an entrance culvert across from the Pit 56, Inc entrance. There has never been a water problem on this road. This will be looked at during the road inspection.

c) At the end of a driveway on Cedarway Rd. there is washing out around the entrance culvert. Jim Lindquist went and took care of this issue. It will be looked at more during the road inspection.

d) Butch Lund called and stated that Stonelake Rd. is getting flooded out by water running across the surface, the culvert on the road is working as a dam. Supervisor Gajewski stated after conferring with Mr. Lund that they were not going to do anything with this and were just going to let the spring thaw run its course. Mr. Lund wants Stonelake Road extended beyond his house to property quarter lines several hundred feet north. If extended he'd like the road to go north. A turnaround area would also need to be designated. Mr. Lund is currently having his properties surveyed. This issue will be discussed further during the road inspection. Supervisors' Welsh, Stromlund and Gajewski feel this could be a good idea for ensuring access to properties north of Mr. Lunds' house.

e) Supervisor Gajewski advised that due to the heavy snow fall that took place, many trees were down on the roads. Residents took care of these trees by themselves.

f) Minnesota Power reached out to Clerk Marquardt requesting access to Jerry Rd. to repair some damaged transmission lines. Supervisor Gajewski advised that there were many trucks on Morris Thomas and Jerry roads and that there was nothing more than facial damage that was done to the roads and that Minnesota Power was taking care of any damage that they cause.

FIRE: a) Chief Nick Priolo was absent from the meeting but gave a report to Clerk Marquardt that states there has been a total of 37 calls.

b) The new entry gear has been ordered.

c) Supervisor Gajewski will check in with Jim Madigan to see if he has filled in the dents in the overhead doors yet.

RECYCLING: a) Clerk Marquardt has received several requests that the recycling shed be reopened. Although garbage haulers are essential, recycling centers are not essential and the shed will remain closed during the stay at home order. Residents can reach out to their personal garbage services to see if they will pick up their recycling for them.

HALL: a) The vinyl wall table buffer in the town hall has been installed.

b) Clerk Marquardt has picked up 8 new light fixtures for the outside of the town hall along the ramp and at the front entrance. The light fixtures have not been installed yet.

c) After the heavy snowfall that took place, Supervisor Gajewski noticed that the furnace at the town hall was not working properly. Supervisor Gajewski called Como Oil and Propane and they determined that there was a short in the switch box. Como Oil and Propane fixed the problem.

d) Clerk Marquardt reached out to Superior Fuel and Como Oil and Propane to determine what the cost of fuel oil would be with each company. Como Oil came in at a cheaper rate of \$1.029. MOTION by Gajewski, seconded by Welsh and carried unanimously to sign the sales agreement with Como Oil and Propane which is good until April of 2022.

PARK: a) Supervisor Gajewski completed the monthly Township Properties Safety Inspection Report and stated that there are no issues with the park.

b) Supervisor Gajewski advised the board that he found several diabetic needles around the playground and warming house. Supervisor Gajewski stated that it looked like someone had thrown out some garbage and they had fallen out of the bag as they ranged from the skating rink, fence and around the front of the building. He requested that everyone keep an eye out to see if they keep showing up.

c) Supervisor Gajewski found several swing frame options for the lower playground. The board will look at these options and will bring back ideas to the May meetings.

d) Supervisor Gajewski noted that in the past a metal detector has been used to find the metal corner spikes on the soccer field and questions if the board would be interested in purchasing a new metal detector. MOTION by Stromlund, seconded by Welsh and carried unanimously to spend up to \$150 on a new metal detector.

CEMETERY: a) During the winter months, the heavy snow that was pushed off the road has pulled the webbing from the top bar on the northern portion of fencing along the Van Gassler road. Supervisor Gajewski suggested that Jim Madigan and Leon Forstrom take care of this together.

b) Last year it was noted that there were 2 trees that were dying at the cemetery. During the road inspection these trees will be checked to see if they look like they have any buds coming in.

c) Chairperson Stromlund questioned if there would be any Memorial Day celebration at the cemetery this year. Supervisor Gajewski believes this will need to be played by ear but he will update the sign if the celebration cannot be held. The cemetery will still be maintained, and the flag will be raised even if there cannot be a celebration.

COMMITTEES: a) Flyers were sent out to notify residents of the cancellation of the Local Board of Appeals and Equalization meeting. Chairperson Stromlund noted that Supervisor Gajewski and Clerk Marquardt did a nice job putting the flyers together.

OLD BUSINESS: a) The newsletter has been sent out.
b) Chairperson Stromlund noted that there has been a bobcat in the area and suggested that anyone walking in the area keep an eye out. This will be added to the next newsletter.

NEW BUSINESS: a) Clerk Marquardt has reached out to Sherriff Litman in regard to finding out the times and locations of crimes that are occurring in Solway Township but has not received a response yet.
b) The St. Louis County Association of Townships has cancelled their May meeting.
c) Clerk Marquardt has requested a new laptop for the office so she will have access from home. MOTION by Gajewski, seconded by Welsh and carried unanimously for Clerk Marquardt to spend up to \$1500 on a new laptop.

MOTION by Gajewski, seconded by Welsh and carried unanimously to adjourn tonight's meeting. The meeting adjourned at 8:00 pm. The Chairperson, Clerk, and Treasurer will make arrangements for signing of checks.

Date Approved

Town Board Chair

Town Clerk