

The Solway Town Board Meeting was called to order at 6:30 p.m. via teleconference by Chairperson Clare Stromlund, followed by the Pledge of Allegiance. Also present were Supervisors Ron Gajewski and Scott Welsh, Clerk Autumn Marquardt, Treasurer Cindy Moe and 6 concerned citizens.

MOTION by Welsh, seconded by Gajewski and carried unanimously to approve the minutes from the Town Board Meeting of July 14, 2020 as presented.

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

Checking:18014-18051

Beginning Balance	\$150,940.38	
Receipts	\$172,316.27	
Disbursements	<u>\$-30,816.18</u>	
Ending Balance	\$292,440.47	\$292,440.47

Money Market

Beginning Balance	\$ 109,209.70	
Interest/Deposits	\$18.20	
Withdrawals	<u>\$0.00</u>	
Ending Balance	\$109,227.90	<u>\$109,227.90</u>

Total Accounts **\$401,668.37**

INCOMING CORRESPONDENCE:

7/14 Eagle Waste Recycling, Inc. – A letter regarding interest in expanding Eagle Waste Recycling, Inc. into the Solway area. No Board action.

7/15 Minnesota Association of Townships – The District 10 meeting will be held via teleconference on Thursday August 27th at 6pm. The Clerk and Chairperson were asked to distribute the information to other Board members and the Treasurer. Supervisor Gajewski, Clerk Marquardt, and Treasurer Moe will be meeting at the Town Hall to attend the meeting.

7/21 MN Aggregate DBA – Aggregate tax reporting form and payment.

7/21 KTM Paving, Inc. – Aggregate tax reporting form and payment.

7/21 Coons Aggregate Supply Co. – Aggregate tax reporting form and payment.

7/21 Northland Constructors of Duluth, Inc. – Aggregate tax reporting form and payment.

7/24 Western Lake Superior Sanitary District – Notice of the September 14, 2020 Western Lake Superior Sanitary District Capital Budget and Solid Waste Management Fee Public Hearings. No Board action.

7/28 Jim Sathers – Aggregate tax reporting form and payment.

7/28 Decaigny Excavating, Inc. – Aggregate tax reporting form.

8/06 Superior Squeegee Inc. – An email from Superior Squeegee questioning if there will be a need for window cleaning at the Town Hall this year. Due to the decrease in foot traffic the Board does not feel that window cleaning will need to be done this year, and decided that they can be cleaned every other year. Clerk Marquardt will reach out to Superior Squeegee to advise them of the Boards decision.

8/10 Drew Jensen – An email from Proctor/Hermantown Community Education requesting information regarding in person Martial Arts courses at the Solway Town Hall. The class has not met since the Covid-19 Pandemic began. The Board feels that there is enough space for individuals to social distance while taking the class. Clerk Marquardt will reach out to Mr. Jensen to advise him that the Martial Arts class for Proctor/Hermantown Community Education can take place at the Town Hall as long as the class follows the guidelines for sanitation and social distancing that are in place. Mr. Jensen expressed in his email that the Proctor/Hermantown Community Education has put their own safety guidelines in place as well. MOTION by Gajewski, seconded by Stromlund and carried unanimously that the Town Hall will be available for the Martial Arts class beginning October 7th.

8/13 Pine Journal, Pine Knot, Proctor Journal and Duluth News Tribune – Affidavit of Publication for Public Accuracy Testing that took place on August 10, 2020.

8/17 St. Louis County Auditor – Copy of the Township Final Levy Certification form for taxes payable in 2021. The deadline to change the levy is September 30, 2020. Clerk Marquardt takes care of filing out the certification paperwork. No changes are needed. This is the official certification of the levy that was approved at the annual meeting.

8/17 Katy from the Munger Tavern – Email requesting the use of the Town Hall for girl scout meetings on Thursdays. There are no other meetings taking place at the Town Hall on Thursday evenings. MOTION by Gajewski, seconded by Stromlund and carried unanimously to allow the Girl Scouts troop to meet at the Town Hall on Thursday evenings.

8/18 American Eagle Roofing and Coating – Introduction letter regarding roof repair. The notice was mailed to Supervisor Welsh at the office. Supervisor Gajewski suggested that the letter be placed in a resource file for later reference. After inspection of the letter it was decided that the letter does not need to be placed into a file and can be discarded.

8/18 Miller's Roof Coatings – Introduction letter regarding roof repair. This notice was also mailed to Supervisor Welsh at the office. After inspecting the letter it is very similar to the American Eagle Roofing and Coating letter that was received. After some discussion the Board feels there are enough local companies so the letter can be discarded.

On 7/30/20 the order form for the playground equipment went out. There was some confusion regarding what equipment was being ordered. The original order form stated that there would be a frame to hold the handicap swings and a connecting bay to hold a tire swing. After discussion with the Minnesota Wisconsin Playground representative Tim Newgard, it was advised that a separate structure for the tire swing must be ordered instead of an additional bay. The cost of this was less than what was originally agreed upon.

On 8/6/20 Supervisor Gajewski and Clerk Marquardt reviewed the Census Bureaus Boundary Validation Program map and determined that all boundaries are correct. The verification form was signed and sent back to the Census Bureau.

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

- Clare Stromlund in the amount of \$30 for Election Judge Training.

Supervisor Welsh questioned if the \$1,500 to Grussendorf Nursery was for the cemetery. Supervisor Gajewski verified that the payment was for the removal and replacement of 4 dead trees in the cemetery.

MOTION by Gajewski, seconded by Welsh and carried unanimously to pay all bills as listed on the Outstanding Bills list and the additional bill presented by the Town Treasurer for a total amount of \$17,271.84

CITIZEN REQUESTS/CONCERNS: a) Sherman Carlson presented information to residents about grants that are available through the Proctor Educational Foundations R.E.A3.D program. Mr. Carlson brought information for Clerk Marquardt to place in the Town Hall for residents to view. Mr. Carlson also advised that there are openings on the Foundations Board if residents are interested. A poster with more information will be placed on the community services bulletin board. Supervisor Gajewski noted that the program is designed to give money to efforts that are not covered by school district funding or funded by other sources. Awards made fund programs that will benefit the community.

b) Darlene Miller reached out to Clerk Marquardt regarding a rescheduled rental due to Covid-19 and if rental fees will need to be paid for the second rental in 2021. MOTION by Gajewski, seconded by Welsh and carried unanimously that any resident that rescheduled a rental in 2020 due to the Covid-19 Pandemic can rent the town hall for a second time with the rental fee waived in the 2021 calendar year.

ROAD: a) St. Louis County Public Works Department has requested that the township enlarge the turnaround on Bailey Rd. Supervisor Gajewski and Jim Lindquist went to the Bailey Rd. to determine what work will need to be done to enlarge the turnaround. Jim Lindquist provided a quote of \$1,000 for the removal of 5 trees, leveling off the existing turn around and expanding the turnaround about 10ft south. MOTION by Gajewski, seconded by Welsh and carried unanimously for Jim Lindquist to complete the enlargement of the turnaround on Bailey Rd. for \$1,000.

b) Butch Lund has questioned if he would be able to contact Jake Demenge to have calcium chloride applied to a section of Stonelake Rd. that does not receive any during the annual application. Supervisor Gajewski is presenting to the Board that this could be done for every road. The policy when applying the calcium chloride is to apply it around stop signs and in front of dwellings to hold the gravel together. The calcium chloride is not applied continuously from the beginning to the end of every road but only on thru traffic roads. It was noted that more calcium chloride is being applied now than has ever been applied before Supervisor Welsh questioned if it could possibly save on the cost of gravel in the future. Jim Lindquist does not feel that it would. Chairperson Stromlund feels that the application process should remain the same. Supervisor Welsh suggested that Jake Demenge could bill the Lund family directly for any calcium chloride placed on the section of the road in question. Mr. Lund agreed to reach out to Mr. Demenge for any additional calcium chloride placement on the road and for billing to be sent directly to Mr. Lund.

c) The roadside mowing has been completed on all roads. Butch Lund has advised that he is available to do the roadsides again as they have grown significantly due to the increase in rain so late in the season. Mr. Lund will cut the roadsides as needed for the remainder of the season.

d)

FIRE: a) Chief Nick Priolo was not present to provide a department report. Mark Vogel was there in Chief Priolos place.

b) Mr. Vogel advised that hose testing has been completed for the year.

c) The Fire Department has found some new extraction equipment that they would like to purchase. The new equipment would consist of the jaws of life and a cutter. Normally the

equipment costs \$21,000 but they found this equipment new for \$16,000. The Fire Department has half to put toward the equipment and is requesting that the Township pay for the other half. Treasurer Moe advised that there is money available in the Fire Department fund but that some of the money may need to be taken from the aggregate fund. The new equipment does not require set up like the equipment that the Fire Department currently has, this would cut the amount of time it takes to perform an extraction. MOTION by Gajewski, seconded by Welsh and carried unanimously for the Township to put \$8,000 toward new extraction equipment for the Fire Department.

d) Chairperson Stromlund questioned if the brakes and air conditioning have been fixed on truck #7. Mr. Vogel advised that the brakes were taken care of but that they have not fixed the air conditioning yet as it is not a priority.

e) Supervisor Gajewski reported that Jim Perrault will be working on the eave of the Fire Hall. It was noted that the damage appears to be above the vents in the kitchen and bathroom area but they are unsure if the damage is more extensive than that. \$10,000 has been approved for repairs to the Fire Hall.

RECYCLING: a) Western Lake Superior Sanitary District is reviewing grant applications for improvements to recycling sites.

b) Western Lake Superior Sanitary District will not be providing any additional signage for the recycling shed once the residing in completed. The original signs will be reused.

c) Supervisor Gajewski spoke to Brandon Morin about the residing of the recycling shed. Mr. Morin stated that the frame of the man door is not worth trying to wrap because it is deteriorated and the door is rusty. Morin Window and Siding is donating a new door for the building. They hope to have the work done by the end of August.

d) The carpet in the recycling shed is wet and does not seem to dry out. At the July meeting it was approved that the carpet be pulled out of the office area and that a carpet runner will be laid down in its placed. The maintenance personnel will take care of the issue.

e)

HALL: a) Brandon Morin advised Supervisor Gajewski that the rain gutter replacement will take place in the fall.

d)

PARK: a) Supervisor Gajewski completed the monthly Township Properties Safety Inspection Report and stated that there are no issues with the park. The only concern at this time is the swing frame that will be replaced when the new playground equipment comes in.

b) The playground equipment has been ordered. The representative for Minnesota/Wisconsin playground advised that delivery will take between 6-8 weeks.

c) Butch Lund has trimmed the hedge at the school field.

d) Supervisor Gajewski advised that AYSA usually provides the paint to paint the lines on the soccer field. They currently have a hold out on the paint and will not provide any more for the season. There are kids coming to the field to play, Supervisor Gajewski would like to keep the fields painted and is unsure of what the cost of the paint would be. MOTION by Welsh, seconded by Stromlund and carried unanimously to spend up to \$250 on paint for the soccer field.

CEMETERY: a) Clerk Marquardt received an inquiry from Wendy Minoote requesting that she be allowed to be buried with her mother at the Solway cemetery. Ms. Minoote does not fall into the criteria described in the policy for individuals that can be buried in the cemetery. Supervisor Gajewski noted that only one plot would be used for her mother and herself. Chairperson

Stromlund and Supervisor Welsh expressed concern about establishing a precedent that could affect future issues and decisions. Supervisor Gajewski suggested that the circumstances surrounding inquiries like these could be dealt with on a case by case basis. It was agreed to stick to the current policy in place as a board and bring the issue up at the annual meeting as it is the residents cemetery. Clerk Marquardt will reach out to Ms. Minoote and advise her of the decision of the Board.

- b) The 4 dead trees at the cemetery have been replaced.
- c)

COMMITTEES: a) Nothing to report.

OLD BUSINESS: a) Clerk Marquardt reported that the Primary Election went well and expressed her gratitude to the Election Judges for serving. Supervisor Welsh expressed his concern regarding the flow of traffic in the polling place at the November General Election. Supervisor Gajewski advised that the Township has 2 sets of voting booths, with the social distancing in place we can use every other booth and have 4 voting booths. It was agreed that extra tables can be placed to be used as voting areas for individuals that are not concerned with using a booth. Clerk Marquardt noted that an article could be placed in the newsletter regarding wait times and the option of absentee voting.

b) Clerk Marquardt reached out to Grand Lake Township regarding a grant for broadband that Cookie Saline had questioned Supervisor Gajewski about. Grand Lake Township advised Clerk Marquardt that they did receive a grant but that it was a few years ago and stated that Clerk Marquardt could contact Fredenberg Township as they had received one more recently. Fredenberg Township advised Clerk Marquardt that they received a grant but it was through a Resident Broadband Committee and gave Clerk Marquardt contact information but Clerk Marquardt has not heard back from the Committee. Butch Lund reached out to his contacts through CenturyLink and they have advised that they will not be reaching Cookie Salines property this year.

c) Supervisor Welsh spoke with Julie Schramm regarding broadband questions.

d) Shelton's Excavating and Pit 56, Inc. have not returned their aggregate tax reporting forms for the second quarter yet. Clerk Marquardt has reached out to each company.

e) The Arrowhead Dog Agility Trials have 3 separate events scheduled at the Solway Town Hall. Clerk Marquardt has acquired three separate contracts and a rental fee of \$375 has been collected for each event.

NEW BUSINESS: a) DeCaigny Excavating has sent a note along with their Aggregate tax reporting form expressing concern that they are still receiving the reporting forms from the township as they do not have a pit in the township. The Township is aware that they do not have a pit in the township but it is required by law for them to report if they import any aggregate into the township. Supervisor Gajewski suggested sending a lump sum of forms and requesting that they send the form in when they do import materials into the township. The Board decided to continue to send the form each month to remain consistent with all companies. Clerk Marquardt suggested sending a letter explaining the reasoning of the aggregate tax forms.

b) James Madigan has expressed that he would like to keep his job with the township and work around his fulltime job. There is some painting at the Town Hall that needs to be done that Mr. Madigan has expressed interest in completing. Supervisor Gajewski questioned if Mr. Madigan needed the full set of maintenance keys to complete this work. Leon Forstrom and Jim Madigan will trade key rings. Supervisor Gajewski is more concerned about the availability of Mr. Madigan. Leon Forstrom and Butch Lund have been available to do the work around the

Township properties. Supervisor Gajewski will reach out to Mr. Madigan to verify if he will be available to complete the work planned.

c)

MOTION by Gajewski, seconded by Welsh and carried unanimously to adjourn tonight's meeting with the signing of checks. The meeting adjourned at 8:40PM.

Date Approved

Town Board Chair

Town Clerk