

Tofte Town Board Meeting Minutes August 10, 2017

Present: Supervisors Sarah Somnis, Craig Horak and Sam Crowley, Treasurer Nancy Iverson, Clerk Barb Gervais, Fire Chief Rich Nelson, County Commissioner Ginny Storlie, Judy Motenschbacher, Gary and Marsha Hansen, Ginny Cooley, Nancy Koloski, Chuck and Rae Anderson, Jerry Gervais and Diane Blanchette, Birch Grove Community School Director.

Chair Sarah Somnis called the board meeting to order at 7:00 p.m.

Unless otherwise stated, all actions have been approved by unanimous yea vote.

Clerk Barb Gervais presented the Supervisors with a tentative agenda for tonight's meeting. Supervisor Craig Horak approved the agenda as presented by the Clerk. Supervisor Sam Crowley seconded.

Clerk's report: Clerk Barb Gervais had sent the Supervisors the minutes for the July 13 monthly meeting prior to tonight's meeting for their review. Supervisor Craig Horak motioned to approve the July 13 meeting minutes as presented. Supervisor Sam Crowley seconded.

Treasurer's report: Treasurer Nancy Iverson gave the attached report. With the correction of changing a comma to a period under Savings #2 deposits, Supervisor Craig Horak motioned to approve the treasurer's report. Supervisor Sam Crowley seconded.

Claims, Payroll, and Transfers: Clerk Barb Gervais presented the board with claims totaling \$16204.66 for approval for payment. The lodging tax check has not been received; when it is received a claim, and check payable to the LTТА will be issued for 96% of the amount of the check. Supervisor Sarah Somnis asked to review the claim forms and invoices from Joseph James and MN PERA. She reviewed the two claim forms and invoices. Supervisor Craig Horak motioned to approve payment of claims as presented by the Clerk including the issuance of the LTТА check when the lodging tax is received from the County. Supervisor Sam Crowley seconded. Clerk Barb Gervais presented the board with payroll this evening totaling \$3,016.25. Supervisor Craig Horak motioned to approve payment of the payroll as presented. Supervisor Sam Crowley seconded.

The Clerk suggested the following transfers of funds to transact tonight's business: 1. Transfer 96% from the lodging tax account to general checking when the lodging tax check is received, 2. Transfer 4% from the lodging tax account to savings account #2 when the lodging tax check is received, 3. Transfer \$11,512.89 from BLM PILT funds and \$3751.00 received from the State in town aid funds from general checking to Savings #1; for a total transfer of \$15,263.89 from general checking to savings #1. With no questions, Supervisor Craig Horak motions to approve the transfers as recommended by the Clerk. Supervisor Sam Crowley seconds.

Fire Department report: Chief Rich Nelson reported it's been quiet for the Fire Department. False alarms in Bluefin units that Dennis Rysdahl (Tofte Management) doesn't manage. The units are managed by Cascade Properties. Rich will contact Steve Surbaugh. Rich noted that Arrowhead Electric donated a desk for the Fire Department office.

Rescue Squad report: Rescue Captains Kim Jahnke and Phil Bonin were unable to attend this meeting. Fire Chief Rich Nelson that the First Responders/Rescue Squad responded to three (3) calls last month.

County Commissioner Report: County Commissioner Ginny Storlie reported that Cook County is contracting with the Lake County for the Highway Department Engineer until Cook County hires a replacement. The County Board accepted the resigned of Human Services Director Joshua Beck. The County board approved posting this position. Tofte transfer station has hired a replacement that is coming from Silver Bay. 2018 budget needs be set by 9/19/17. Ginny is hoping the first part of September to hold a public meeting for comments in the west end. The meeting will probably be held at the Birch Grove Community Center like last year. Calcium chloride was put back in the 2018 budget.

Citizen's comments: None

Old/New Business

Birch Grove Community Center: Supervisor Craig Horak had been working with the numbers expenses vs. income for the community center building. Supervisor Craig suggested the lease rate for 2017-2018 is \$9.50 sq. ft. Supervisor Craig Supervisor motioned to set the Birch Grove Community lease rate for 2017-2018 at \$9.50 sq. ft. Supervisor Sam Crowley seconded. Clerk Barb Gervais prepared for lease document for Birch Grove Community School which leases in the 4532 sq ft in the community center building. Supervisor Craig Horak motioned to approve the lease for the Birch Grove Community School leasing 4532 sq ft from July 1, 2017, to June 30, 2018. Supervisor Sam Crowley seconded. Chair Supervisor Sarah Somnis signed two copies of the lease the clerk had prepared. Clerk gave the two copies of the approved lease to Diane Blanchette, Director of the Birch Grove Community School, to approve at the next school board meeting. Supervisor Craig Horak needs a little more time to figure out the figures on the preschool lease; Diane requested for the school to take over the janitorial work over the classrooms and not be charged for the preschool lease. Supervisor Craig Horak asked Diane if the board could table the preschool lease until September meeting. Birch Grove Community Service is a verbal agreement until the township gets a MOU drafted up. The Township is supplying the front office at no cost to Birch Grove Community Services for managing the building.

Barb Merritt is retiring from the janitorial position on September 1, 2017. Barb Merritt is continuing to do senior lunch. Supervisor Craig Horak motions to post a part-time janitorial position for Birch Grove Community Center approx 15 hours at \$15/hour in the Cook County News Herald and post for Boreal. Supervisor Sam Crowley seconds. Clerk Barb Gervais will get a list of the duties from Barb Merritt and asked her to sit in on the interviews. A special meeting will be held on Monday, August 28, 2017, at 6 p.m. at the Tofte Town Hall for interviews.

Nancy Koloski and Ginny Cooley handed out information on the exercise class that will be offered at Birch Grove Community Center. Informational meeting will be held on August 23, 2017. The actual class starts the first week of September. Nancy said RSVP offers the program for free because they use volunteers. Hope to start the program one day a week, hoping to progress to two days a week. Discussion on whether to charge for Community Room 1 and Community 2. Supervisor Craig Horak suggested putting a donation box and not charging for the rooms. Ginny Cooley asked if she could continue to use the gym for 1 hour a week on

Tuesday at 11 am. She said she was asked to change days from Tuesday to Friday. Supervisor Sarah Somnis suggested that holding an exercise class at 11 am on Tuesday would be rather tight with community lunch once a month; Sarah suggested Ginny use the gym on Tuesday on 10-11 am. Supervisor Sarah Somnis suggested that schedules may work better by removing one party. Supervisor Sarah Somnis asked if the Zumba class could be offered at 5 p.m. if so, she would attend. Supervisor Craig Horak motioned to use community room 2 for the bone builder class at no charge however it would be nice to get donations. Supervisor Sam Crowley seconded.

The Town Board asked Clerk Barb Gervais to get the Town hold harmless forms to Diane Blanchette to use for anyone who uses the community center.

Supervisor Craig Horak motioned to adopt Resolution #11-2017 Accepting donation of funds from Grand Marais State Bank in the amount of \$500 to be used towards the cost of the obstacle course for the July 4th celebration. Supervisor Sam Crowley seconded.

TSSSD: Supervisor Craig Horak attended the TSSSD meeting on July 18, 2017. The board was all in favor of letting Schroeder detach from the TSSSD although not dissolving the organization. Jerry Gervais, TSSSD board member from Tofte, was absent. Supervisor Craig Horak motioned to adopt Resolution #12-2017 supporting the detachment of Town of Schroeder from the Tofte-Schroeder Sanitary Sewer District. Supervisor Sam Crowley seconds. Clerk Barb Gervais will prepare the Resolution and have the supervisors sign and send to the TSSSD.

Certify to Tofte 2018 Levy: At the March 2017 annual meeting the 2018 Tofte Budget was voted on at \$212,872. Supervisor Sam Crowley motioned to have Clerk Barb Gervais certified the Tofte 2018 Levy at \$212,872 to the County Auditor/Treasurer. Supervisor Craig Horak seconded.

September Monthly meeting date: Supervisor Craig Horak and Clerk Barb Gervais will be out of town on September 14. The Town Board rescheduled the September meeting to Thursday, September 21, 2017, at 7 p.m. Clerk Barb Gervais will post the notice of a change of date for the September meeting.

Park Update: Supervisor Sam Crowley said the sink hole needs to be repaired and looked at the cables that need to be repaired.

Cemetery: No update

Mail received: Census information, letter from State of Minnesota regarding the 2018 town aid, notice of the District 10 meeting.

Other business: Jerry Gervais asked the town board to write a letter to support to keep the federal pit open. The nearest gravel pit is approximately 30 miles round trip. Supervisor Craig Horak motioned to have Clerk Barb Gervais write a letter to USFS to keep the federal pit open in Tofte for another five (5) years. Supervisor Sarah Somnis seconded.

Supervisor Craig Horak motioned to adjourn this meeting at 8:30 p.m. Supervisor Sam Crowley seconds.

Respectfully submitted by Barbara Gervais, Tofte Town Clerk