

Tofte Town Board Meeting Minutes February 8, 2018

Present: Supervisors Sarah Somnis, Craig Horak and Sam Crowley, Clerk Barb Gervais, Commissioner Ginny Storlie, Jim King, Randy Voeks, and Brian Larsen. Treasurer Nancy Iverson was unable to attend this meeting.

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

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

Clerk Barb Gervais presented the Supervisors with a tentative agenda for tonight's meeting. Supervisor Sam Crowley asked to add Highway safety as he was approached by a Tofte citizen. This subject was added between G and H. Supervisor Craig Horak approved the agenda with the addition of highway safety. Supervisor Sam Crowley seconded.

Clerk's report: Clerk Barb Gervais had sent the Supervisors the minutes for the January 11 monthly meeting prior to tonight's meeting for their review. Supervisor Craig Horak motioned to approve the January 11 minutes as presented. Supervisor Sam Crowley seconds. Clerk Barb Gervais is continuing to work on the year end reports. Discussion on the date for the Board of Audit and 2019 Budget workshop meeting. Supervisor Craig Horak motioned to set the Board of Audit on Thursday, February 22, 2018, at 6 p.m.; with the 2019 budget workshop meeting immediately following the Board of Audit meeting.

Treasurer's report: Treasurer Nancy Iverson couldn't attend this meeting. She gave Clerk Barb Gervais the Treasurer's written report. Clerk Barb Gervais passed out the treasurer's report to the supervisors and asked they had any questions. Supervisor Craig Horak motioned to approve the treasurer's reports. Supervisor Sam Crowley seconded.

Claims, Payroll, and Transfers: Clerk Barb Gervais presented the board with claims totaling \$7,188.52 for approval for payment. Supervisor Sarah Somnis asked to review the invoice/claim from Sam Crowley and TrueNorth Broadband. She reviewed the claim forms and invoices. Supervisor Sam Crowley motioned to approve payment of claims as presented by the Clerk. Supervisor Craig Horak seconded. Clerk Barb Gervais presented the board with payroll this evening totaling \$2,078.38. 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 \$8,000.00 from the community center lease account to general checking. 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 was unable to attend this meeting. Supervisors Craig Horak and Sam Crowley reported some false alarms.

Rescue Squad report: Rescue Captain Kim Jahnke was unable to attend this meeting. Supervisors Craig Horak and Sam Crowley reported the rescue squad responded to 1 medical call in January. The Rescue/First Responders received a donation of \$400 from Jeanne Rysdahl. Supervisor Sam Crowley motions to adopt Resolution #2-2018 to accept the donation of \$400 from Jeanne Rysdahl to be used towards the Rescue/First Responders costs. Supervisor Craig Horak seconds.

County Commissioner Report: County Commissioner Ginny Storlie reported Cook County Law Enforcement welcomed two new deputies and deputy canine Eddy which will be under the direction of Deputy Paul Spry. Deputy Ben Hallberg was promoted to Judy Sivertson's position as jail administrator after Judy's retirement from that position. The County commissioners will hold a meeting in March regarding the bonding for funds for maintenance of the County buildings.

Citizen's comments: None.

Old/New Business

WECONNECT: Jim King and Randy Voeks, board members of WECONNECT came to the meeting and asked the Town Board and those attendance how WECONNECT can best serve the west end townships. They are also asking Lutsen and Schroeder Town Boards and residents how they can best serve the west end.

Birch Grove Community Center: Supervisor Craig Horak reported on general update on maintenance; Brock Everson did work in the bathrooms, he is waiting for some parts to finish the job. Supervisor Craig Horak said Bruce Zimpel hasn't been cleaning up to par and get a lot of complaints. Clerk Barb Gervais handed out the state statutes to the supervisors how to handle an employee working is not meeting the standards of the job. Supervisor Craig Horak he will address this. Supervisor Sam Crowley is looking at the outside lights and flag. Supervisor Craig Horak is going to work on the ice rink. The Township received a sign permit from Cook County for the billboard; was due by 1/31/2018 so Clerk Barb Gervais paid for it and she put on the claims list tonight to get reimbursed.

Tofte Housing Project: Supervisor Craig Horak has been meeting with Dennis Rysdahl and the Cook County EDA. Supervisor Craig Horak made clear that Tofte Township is not going to be a landlord or manage the project. Tofte Township is only going to be landowner. Supervisor Sam Crowley suggests setting up parameters of housing. Cook County EDA approved a match of \$5000 to prepare 2 conceptual plans for single family homes on the 29 acres Tofte Township owns. Supervisor Sam Crowley motions to approve up to \$5000 match with the Cook County EDA to prepare 2 conceptual plans for single family homes on the 29 acres in Tofte Township. Supervisor Sarah Somnis seconded.

Tofte Town Election: Supervisor Craig Horak motioned to appoint the following the election judges/absentee ballot board for 2018 Tofte Town election: Diane Norman, MaryJane Huggins, Tammy Rude, and Britnie Soderholm and appoint the MaryJane Huggins as head judge, Diane Norman as alternate head judge. Supervisor Sam Crowley seconded. Clerk Barb Gervais will be training Deputy Clerk Britnie Soderholm as election judge. Deputy Clerk Britnie Soderholm will be at the town hall on Saturday, March 10, 2018, from 10 am to Noon as Clerk Barb Gervais is on the ballot.

Tofte LBAE meeting: Supervisor Craig Horak motions to approve April 12 at 6 p.m. as the date/time for Tofte LBAE. Supervisor Sam Crowley seconded. The monthly meeting will follow at 7 p.m.

July 4th - Clerk Barb Gervais sent donation requests to both Lutsen and Schroeder Township for \$1500 each for the fireworks to be included in their 2019 budget. Brooke Youngdahl said after

last July 4th she would not be interested in doing event coordinator this year. Clerk Barb Gervais handed out a list of duties for the Clerk/Event Coordinator. Town of Tofte paid Brooke \$1350 to be July 4th event coordinator.

Adopt an employee policy – Tabled until March 2018 meeting.

Mail received – certified mail from the MN Court of Appeals: re MN PUC

No other business to be discussed, Supervisor Craig Horak motioned to adjourn the meeting at 7:59 p.m. Supervisor Sam Crowley seconds.

Respectfully submitted by Barbara Gervais, Tofte Town Clerk