

Agenda  
Town of Tofte Board Meeting  
February 14, 2019

BOARD OF AUDIT MEETING WILL BE HELD AT 7 PM  
THE MONTHLY MEETING WILL FOLLOW

**1. Call Meeting to Order**

- A. Approve agenda

**2. Reports**

**A. Clerk's Report**

1. Approval and/or correction of January 10 regular board meeting minutes
2. Clerk is continuing to work on getting year end forms submitted
3. Set a date Budget workshop meeting, suggest on 2/28
4. Set a date for Tofte Design Review Board

**B. Treasurer's Report**

1. Approve Treasurer's report

**C. Claims**

1. Approve claims for the month
2. Approve payroll for the month

**D. Transfer**

Transfer \$4000 from community center lease acct to general checking

**E. Fire Dept. Report**

**F. Rescue Squad Report**

**G. County Commissioner Report**

**H. Citizens comments, if any**

**3. Old & New Business**

**A. Birch Grove Community center**

1. General /Maintenance Update
2. Judy M email re creating a window on the office wall that shared with the entrance
3. Coralyn Kochinska letter

**B. Housing – Any update**

**C. Election:**

1. Appoint election judges & absentee ballot board: Diane Norman, Kay Burkett, Tammy Rude and Jane Johnson. Appoint Tammy Rude as head judge. Clerk Barb Quade held a training session for election judges on February 6.
2. Notice of election and annual meeting on March 12 will be published and posted
3. Absentee ballots were available on February 8.
4. Absentee voting Saturday March 9 from 10 a.m. to Noon at the Town Hall.

**E. Tofte Board of equalization meeting – Approve Thursday, April 11 @ 6 pm as the date**

**F. July 4<sup>th</sup>**

1. Hire Sarena Nelson as event coordinator this year at the same rate \$1350
2. Sent requests to Schroeder and Lutsen to include funding for July 4<sup>th</sup> fireworks in 2020

budget

**G. Dean Porter-Nelson looking to build 2-3 yurts which will be used to as vacation rentals.**

**H. Park- Any Update**

**I. Mail received –**

**4. Adjourn**