

Tofte Town Board Meeting Minutes November 8, 2018

Present: Supervisors Sarah Somnis, Craig Horak and Sam Crowley, Clerk Barb Quade, Treasurer Dan Shirley, County Commissioner Ginny Storlie and Bill and Kay Burkett. Fire Chief Rich Nelson and Rescue Chief Kim Jahnke could not make the meeting.

Chair Sarah Somnis called the board meeting to order at 6:58 p.m.

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

Clerk Barb Quade presented the Supervisors with a tentative agenda for tonight's meeting. Supervisor Craig Horak asked to ice rink liner under BGCC and fire pump under Park. Supervisor Sarah Somnis approved the agenda with these additions. Supervisor Craig Horak seconded.

Clerk's report: Clerk Barb Quade had sent the Supervisors the minutes for the October 9, 2018, monthly meeting prior to tonight's meeting for their review. Supervisor Craig Horak motioned to approve the October 9, 2018, meeting minutes as presented. Supervisor Sam Crowley seconded. Clerk Barb Quade will complete property exemption forms for the township properties received from the Cook County Assessor's office. Clerk Barb Quade asked if Kay Burkett would accept the Tofte Deputy Clerk position. Kay Burkett said she would. Clerk Barb Quade asked the board to motion for Kay Burkett to attend the MN Townships new clerk training on January 3, 2019, in St. Michael, MN. Supervisor Craig Horak motioned to approve the Kay Burkett to attend the new clerk training in St. Michael, MN. Supervisor Sam Crowley seconded.

Treasurer's report: Treasurer Dan Shirley gave the treasurer's report for October 2018. This was given after County Commissioners Report as Dan was late. Supervisor Craig Horak motioned to approve the October treasurer's report. Supervisor Sam Crowley seconded.

Claims, Payroll, and Transfers: Clerk Barb Quade presented the board with claims totaling \$6,828.46 for approval for payment. Supervisor Sarah Somnis asked to review the claim forms and invoices from Victor Lundeen and MN Pera. Supervisor Sarah Somnis reviewed the two claim forms and invoices. Supervisor Craig Horak motioned to approve payment of claims as presented by the Clerk. Supervisor Sam Crowley seconded.

Clerk Barb Quade presented the board with net payroll this evening totaling \$1,819.83. Supervisor Sarah Somnis motioned to approve payment of the payroll as presented. Supervisor Craig Horak seconded. Clerk Barb Quade presented the cash control statement to the supervisors as well as the bank statements; signed by the supervisors, Sarah Somnis, Craig Horak and Sam Crowley.

The Clerk suggested the following transfer of funds to transact tonight's business: Transfer \$4,500.00 from the community center lease account to general checking. With no questions, Supervisor Craig Horak motions to approve the transfer as recommended by the Clerk. Supervisor Sam Crowley seconds.

Fire Department report: Chief Rich Nelson was unable to attend this meeting. Supervisor Sam Crowley gave the fire report: one vehicle accident.

Rescue Squad report: Rescue Captain Kim Jahnke was unable to attend this meeting. Rescue squad responded to 4 medical calls last month.

County Commissioner Report: County Commissioner Ginny Storlie said joint meeting of the Board of County Commissioners, City of Grand Marais, and Grand Portage met. They will meet every three (3) months; next meeting is in January 2019. Gitchi Gami Bike Trail is finished by the Coho Café. Commissioner Ginny Storlie they were considering a under pass by the Forest Service. Bonding would use to pay for it; bonding only happens every couple years. She mentioned the Tofte Park got damage from the storm.

Citizen's comments: None

Old/New Business

Credit Card Policy – Clerk Barb Quade copied Lutsen Township's credit card policy. Supervisor Craig Horak motions to adopt the Tofte Township credit card policy. Supervisor Sam Crowley seconds. The supervisors, the clerk, the treasurer, and the deputy clerk signed the policy.

Birch Grove Community Center:

1. Fire Marshall Report - Supervisor Craig Horak motioned to table this until December meeting. Supervisor Sarah Somnis seconded.
2. Fire Protection Company – Talk to the Fire Department; get quotes from Northland Fire.
3. General update – Supervisor Craig Horak said it is running smoothly at the BGCC.
4. Gym lights need to be replaced – Supervisor Craig Horak will ask Dave Rude for quote to replace the lights in gym with LED lights.
5. Sign light out and flag light out – Supervisor Craig Horak will order those from Viking Electric.
6. Billboard lease(s) – Clerk Barb Quade sent Jolita Rysdahl a note with the monthly invoice whether they were going to renew as the leases expire on 12/31/18.

Fire Hall – Pete Borson quoted three door openers in the old fire hall, wiring is \$1,000 or less and the bid on three openers installed is \$2,000. Supervisor Craig Horak motioned to accept Pete Borson's quote of \$3,000 to wire/install the three (3) door openers in the old fire hall. Supervisor Sam Crowley seconded.

Housing: Clerk Barb Quade suggested the Township send invoice to Cook County EDA to reimburse for \$5,000.00 as per the agreement. Supervisor Craig Horak motioned for Clerk Barb Quade to send invoice for reimbursement on the housing project for \$5,000.00 to Cook County EDA. Supervisor Sam Crowley seconds.

Updated Grand Marais State Bank Resolution: Supervisor Craig Horak motioned to adopt Resolution #11-2018 to add the new deputy clerk Kay Burkett to the signers at the Grand Marais State Bank. Supervisor Sam Crowley seconds.

Park- Supervisor Craig Horak the variance got approved at the October 10, 2018, Planning & Zoning Board meeting. Supervisor Craig Horak said the town is still waiting for the building permit to approve. Greg Vetter recommended the chain link fence in the park. Supervisor Sam Crowley recommended the ribbon off; Supervisor Craig Horak said he already ribbon off. Supervisor Sam Crowley has asked Mal Haugen for a quote to fix the waterway; he wants a couple of more quotes from the local. The railing in the park will be taken out next year.

Amy Russ contacted Clerk Barb Quade wanting to know if she could get the resident rate to rent the park in July 2019. She grew up in Tofte now lives in the Twin Cities. All board supervisors knew Amy Russ. Supervisor Sarah Somnis motioned to give Amy Russ the resident rate for renting the park. Supervisor Sam Crowley seconded. Town Supervisors asked to recommend Amy has a backup plan. Paving and the pavilion should be completed by July 4th; if the construction was delayed.

Cemetery – Supervisor Craig Horak said Dennis Rysdahl would not be able to pay for half of the cost of paving the Tofte Homestead Road this year, because Tofte Management spent extra \$170,000 on the Gitchi Gami Trail. Supervisor Craig Horak suggested putting on the agenda for the 2019 annual meeting. Supervisor Sam Crowley asked if the well was emptied. He said he would check.

Mail –Nothing relevant.

Supervisor Sarah Somnis motioned to adjourn this meeting at 8:56 p.m. Supervisor Craig Horak seconded.

Respectfully submitted by Barbara Quade, Tofte Town Clerk