

## **Tofte Town Board Meeting Minutes October 26, 2017**

Present: Supervisors Sarah Somnis, Craig Horak and Sam Crowley, Treasurer Nancy Iverson, Clerk Barb Gervais, Rescue Captain Kim Jahnke, Jerry Gervais and Dennis Rysdahl.

Chair Sarah Somnis called the board meeting to order at 7:06 p.m.

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

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

Clerk's report: Clerk Barb Gervais had sent the Supervisors the minutes for the September 21 monthly meeting prior to tonight's meeting for their review. Supervisor Craig Horak motioned to approve the September 21 minutes as presented. Supervisor Sam Crowley seconded. Clerk will certify to Cook County Highway Department that Tofte Township has .39 miles of township roads. The Township receive a map of the township boundaries from Minnesota Department of Transportation and a memo saying if the map needs changes to let me them know and if the map is correct then let me know as well. The supervisors looked over the map and saw no changes that need to be made. The Clerk will confirm to the Minnesota Department of Transportation that no changes need to be made to the map. Clerk Barb Gervais appointed Britnie Soderholm as her deputy clerk. Britnie was unable to attend this meeting. Clerk Barb Gervais will get her sworn in as deputy clerk in the next 10 days.

Treasurer's report: Treasurer Nancy Iverson gave the attached report. As she was giving the report, notice a mistake in the community lease account figures. Supervisor Craig Horak motions to approve the Treasurer's report with the corrections. Supervisor Sam Crowley seconded.

Claims, Payroll, and Transfers: Clerk Barb Gervais presented the board with claims totaling \$58, 947.00 for approval for payment. Supervisor Sarah Somnis asked to review the claim forms and invoices from Pete Slanga and Deric Nelson. She 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 Gervais presented the board with payroll this evening totaling \$3,630.00. Supervisor Craig Horak motioned to approve payment of the payroll as presented. Supervisor Sam Crowley seconded.

The Town CD's are maturing October and November; CDS maturing on October 24 which includes the park sinking fund, connect water and sewer, cemetery sinking fund, maturing on October 30 is the Birch Grove Community Center Building fund, and maturing on November 3 is the 29 acres land use plan, and maturing on November 4 is the Fire Truck sinking fund and Rescue truck sinking fund. The 2017 budget had the following additions to the CDs as well as approval of unspent funds in the Fire Dept and Rescue Dept budget: add \$5000 to the Park CD, add \$4000 to connect water and sewer CD, add \$2000 to the cemetery CD, add \$22,000 to the Birch Grove Community Center Building Fund CD, discussion on whether to add \$26,500 in the donations which could be made this year to the Birch Grove Community Center Building Fund, add \$19,000 to Fire Truck CD and \$3800 to the Rescue Truck CD. Supervisor Craig Horak motioned to invest the funds into one (1) year CDs and with the additions of the certified 2017 budget. Supervisor Sarah Somnis seconded.

The Clerk suggested the following transfers of funds to transact tonight's business: 1. Transfer \$44,928.02 from the lodging tax account to general checking, 2. Transfer \$1,872.01 from the lodging tax account to savings account #2, 3. Transfer \$6,000.00 from the community center lease account to general checking. The clerk noted that she paid out 100% of the lodging tax last month to the LTTA. She withheld the 4% that should have been withheld last month this month. 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. Rescue Captain Kim Jahnke reported the Fire Department held the Fire Prevention Week at the Birch Grove Community School. The Township received requests from Jana Sanders and Andrew Soderholm to join the Tofte Fire Relief Association. Supervisor Craig Horak motioned to approve Jana Sanders as a Tofte Fire Relief member as of 8/28/17 and Andrew Soderholm as a Tofte Fire Relief member as of 9/18/17. Supervisor Sam Crowley seconded.

Rescue Squad report: Rescue Captain Kim Jahnke reported the Rescue Squad had three (3) calls in September. Kim Jahnke reported that Jana Sanders also joined the Tofte First Responders.

County Commissioner Report: County Commissioner Ginny Storlie was unable to attend this meeting.

Citizen's comments: None.

#### Old/New Business

Liquor licenses: Tofte Management which includes Bluefin Grille, Coho, and Surfside and Tofte General Store and Tofte Bottle Shop requested the Tofte Town Board boards support their renewal of their liquor licenses. Supervisor Craig Horak motioned to support all the liquor licenses renewal in Tofte Township. Supervisor Sam Crowley seconded. Clerk Barb Gervais will send letters to Cook County Auditor confirming the Tofte Town Board supports the renewal of the liquor licenses for Tofte Management which includes Bluefin Grille, Coho, and Surfside, Tofte General Store and Tofte Bottle Shop.

Dennis Rysdahl – Tofte keeping 4% lodging tax revenue: Dennis request that the Township works on the budget so the 4% can go to the LTTA. LTTA has a presence in the Fishing Museum. Discussion on when Tofte decided take the 4% they said would be spent on the Fishing Museum (which is not legal) and tourism, .i.e. July 4 celebration. Treasurer Nancy Iverson asked Dennis LTTA will keep the Fishing Museum open if the township let the LTTA keep the 4%. Dennis said he couldn't answer that question at this time. Tofte is the only township that is keeping 4% of the lodging tax revenue. Clerk Barb Gervais said after donations the Township spends approximately \$8000 on the July 4<sup>th</sup> celebration. Supervisor Craig Horak motioned to table this discussion to November meeting. Supervisor Sam Crowley seconded.

#### Birch Grove Community Center:

Preschool lease – After tabling this subject for several months, Supervisor Craig Horak motioned to approve the preschool lease at \$1.00 /per ft. Supervisor Sam Crowley seconded. Clerk Barb Gervais will type up the lease and send it to Diane.

Sawtooth Mountain Clinic signed their lease at \$9.50/per sq ft. Supervisor Sarah Somnis motioned to accept the Sawtooth Mountain Lease at \$9.50 per sq ft. Supervisor Craig Horak seconded.

Supervisor Craig Horak gave maintenance update. Brock Evenson is going to fix the skylight in the kitchen, he started to fix it last year. Supervisor Craig Horak said he is going have Brock look at the dishwasher. Supervisor Craig Horak said he and his Dad this Sunday would do the tree cutting at the community center.

Quotes for Snowplow Winter 2017-2018: One bid was received for plowing the Birch Grove Community Center parking lot from Cooters aka Randy Nelson at a quote of \$95 per time. One bid was received for the fire/town halls, cemetery, and park from Cooters at a rate \$110 per time. Supervisor Sarah Somnis motioned to award the contract for snowplowing of the Birch Grove Community Center parking lot at \$95/ per time, and award the contract for the snowplowing of the fire/town halls, cemetery and park at the \$110 per time to Cooters aka Randy Nelson. Supervisor Sam Crowley seconded.

One bid was received for snow removal on the Gitchi Gami bike trail from Lee Jahnke at \$375 per time. Supervisor Craig Horak motioned to award the contract for the snow removal on the Gitchi Gami bike trail at \$375 per time to Lee Jahnke. Supervisor Sam Crowley seconded.

Resolution #16-2017 updating Grand Marais State Bank signatures- Clerk Barb Gervais presented a Resolution #16-2017 to add Britnie Soderholm as deputy clerk on the signers at the Grand Marais State Bank. Supervisor Craig Horak motioned to adopt Resolution #16-2017 updating the signatures at the Grand Marais State Bank with the addition of Britnie Soderholm as the Tofte Deputy Clerk. Supervisor Sam Crowley seconded.

Park Update: Supervisor Sam Crowley gave a report on the park repair. Jerry Gervais and Joel Bonin fixed the walkway and fixed one post in the retaining wall, then another.

Cemetery: Jerry Gervais suggested the cemetery gate be closed now.

Mail received: Notice received from Cook County Planning & Zoning that Randy and Lisa Nelson requested a CUP to building a garage.

Any other Business: Treasurer Nancy Iverson asked what the Supervisors thought about the Lutsen attorney's opinion that townships could not donate to the Birch Grove Community Services. Supervisor Craig Horak said he will wait and see.

Supervisor Craig Horak motioned to adjourn this meeting at 8:12 p.m. Supervisor Sam Crowley seconds.

Respectfully submitted by Barbara Gervais, Tofte Town Clerk