

## **Tofte Town Board Meeting Minutes September 13, 2018**

Present: Supervisors Sarah Somnis, Craig Horak and Sam Crowley, Clerk Barb Quade, Bruce Martinson, Pam & Jim Kersten. Treasurer Dan Shirley, Fire Chief Rich Nelson, Rescue Chief Kim Jahnke and County Commissioner Ginny Storlie could not make the meeting.

Chair Sarah Somnis called the board meeting to order at 7:02 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 Sam Crowley approved the agenda as presented by the Clerk. Supervisor Craig Horak seconded.

Clerk's report: Clerk Barb Quade had sent the Supervisors the minutes for the August 9 monthly meeting and August 9 Tofte Design Review board meeting prior to tonight's meeting for their review. Clerk Barb Quade sent the Tofte Design Review Board minutes to the members of the board, i.e. Scott Berry and Carroll Peterson. Supervisor Craig Horak motioned to approve the August 9 monthly minutes and the August 9 Tofte Design Review Board minutes as presented. Supervisor Sam Crowley seconded. Clerk Barb Quade asked the Town Board to change the date of the October 11 meeting as she will be out of town for a work conference. Supervisor Sarah Somnis suggested Tuesday, October 9, 2018, and made a motion to change the date to October 9, 2018. Supervisor Craig Horak seconded. Clerk Barb Quade asked the board to table until November meeting, the update on the visuals for the website. Supervisor Sarah Somnis made a motion to table until November 2018 meeting the information on updating the website. Supervisor Sam Crowley seconded.

Treasurer's report: Treasurer Dan Shirley was not in attendance at this meeting. He emailed the treasurer's report for August 2018. Supervisor Craig Horak motioned to approve the August treasurer's report. Supervisor Sam Crowley seconded.

Claims, Payroll, and Transfers: Clerk Barb Quade presented the board with claims totaling \$12,099.04 for approval for payment. Supervisor Sarah Somnis asked to review the claim forms and invoices from Isak Hansen's and MN PERA. Supervisor Sarah Somnis reviewed the two claim forms and invoices. Supervisor Sarah Somnis motioned to approve payment of claims as presented by the Clerk. Supervisor Craig Horak seconded.

Clerk Barb Quade presented the board with net payroll this evening totaling \$2,181.47. Supervisor Craig Horak motioned to approve payment of the payroll as presented. Supervisor Sam Crowley 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 \$900.00 from the community center lease account to general checking. With no questions, Supervisor Sam Crowley motions to approve the transfers as recommended by the Clerk. Supervisor Craig Horak seconds.

Fire Department report: Chief Rich Nelson was unable to attend this meeting. Supervisor Sam Crowley gave the Fire Report including calls to car accident, mutual aid in cabin fire in Lutsen, and 3 or 4 false alarms. Tofte Fire Relief Meeting is set for Monday, September 24, 2018, at 7 p.m. Clerk Barb Quade will post the meeting as there will be a quorum of supervisors in attendance.

Rescue Squad report: Rescue Captain Kim Jahnke was unable to attend this meeting. Rescue also report to the fire calls.

County Commissioner Report: County Commissioner Ginny Storlie could not attend this meeting.

Citizen's comments: Pam Kersten asked about the board decided how garbage cans in Tofte Park. Bruce Martinson, Supervisor for Schroeder, suggested the trash can with a small opening and locked. Schroeder Township removed their garbage can; people were putting big bags of personal trash in the town's garbage can. Pam Kersten asked if Ginny Storlie was still a part of the West End Garden Club. The answer was yes.

#### Old/New Business

Housing: Supervisor Craig Horak had a meeting with Mary Somnis, director of the Cook County EDA, Scott Harrison, Dennis Rysdahl, Krech and Ojard representative and 3 engineers.

Birch Grove Community Center: Clerk Barb Quade will send the 2018-2019 to Sawtooth Mountain Clinic along with the billing for October payment on 10/1/18. The clinic lease expires on 10/31/2018. Lutsen and Schroeder Townships are requesting a meeting to ask questions about the Birch Grove Community Center expenses/income and the request from Tofte Township request for funding for the BGCC. Meeting is set for Monday, September 24, 2018, at 6 p.m. at the Tofte Town Hall just before the Fire Relief Association Meeting at 7 p.m. Supervisor Craig Horak asked Bruce Martinson, Schroeder Supervisor, who is in attendance if that would work for him. Bruce said yes that will work for him. Clerk Barb Quade emailed Lutsen Township and Schroeder Township if September 24, 2018, at 6 p.m. will work for them. Supervisor Craig Horak will follow up on the fire Marshall Report. Supervisor Sam Crowley said mounds should be mowed after talking to Larry Peterson, Minnesota Department of Health.

Sawbill Garage Motion Light quote: Supervisor Craig Horak going to ask Dave Rude for a quote.

Fire Hall/Park cleaning – Supervisors asked Clerk Barb Quade if Pam Swenson gets paid once a year. She said yes. Supervisors suggested the Pam Swenson turned in her time monthly. Supervisor Craig Horak will ask Pam Swenson if she would be okay if the town asks Pete Knudsen to clean the town hall and fire hall.

Town / Fire Hall Septic System Installation - Contract with Scott Robinson hasn't been signed yet. TSSSD will pay for it, however, the contract with Tofte Township. Supervisor Sam Crowley will talk to Dave Rude.

County Transportation Committee - None of the supervisors were interested, Supervisor Sarah Somnis suggested asking Pastor Darin Blanck. Clerk Barb Quade will email Pastor Darin Blanck to see if he willing to serve as Tofte representative on the County Transportation Committee.

TSSSD- Resolution #10-2018 Supervisor Craig Horak motions to adopt Resolution #10-2018 to approve the Schroeder Township detachment from the TSSSD. Supervisor Sarah Somnis seconded.

Park- Supervisor Craig Horak got bids from the KTM and Thorsen's for repaving the Tofte Park parking lot. See attached.

Cemetery– Supervisor Craig Horak got bids from KTM and Thorsen's for paving the Tofte Homestead Road from Sawtooth Outfitters to the Tofte Cemetery. See attached. Thorsen's bid on 5" paving on the incorrect sq ft. while the KTM bid 3" paving. Supervisor Craig Horak will ask Thorsen's to correct their bid. Supervisor Sam Crowley motion to table this discussion until next month October 2018. Supervisor Craig Horak seconded. Supervisor Craig Horak asked Clerk Barb Quade made a note for the March 2019 annual meeting for funding for fiscal 2020.

Snowplow quotes - Clerk Barb Quade post/ publish request for the snowplow quotes for the Tofte Fire/Town Hall, Tofte Park, Tofte Cemetery one bid and another bid for Birch Grove Community Center. Clerk Barb Quade post/publish request for snow removal on the Gitchi Gami Bike Trail from Surfside to Cliff Dweller Hotel. The board suggested we change the posting for the Gitchi Gami Bike Trail to read a minimum of 5' or 60" inches. Supervisor Craig Horak motioned to make the change to the Gitchi Gami Trail posting. Supervisor Sam Crowley seconded. Clerk Barb Quade made the board aware of the Town of Tofte has renewed contract next winter with the DNR for snow removal on Gitchi Gami Trail; it was a 5 year contract expires on April 1, 2019.

Mail – Letter asking the Town Board to September 21 as International Peace Day. Supervisor Craig Horak declared designation of September 21 as International Peace Day in Tofte. Supervisor Sarah Somnis seconded.

Supervisor Sarah Somnis motioned to adjourn this meeting at 8:29 p.m. Supervisor Sam Crowley seconded.

Respectfully submitted by Barbara Quade, Tofte Town Clerk