

Tofte Township Board Meeting Minutes

Present: Supervisor Craig Horak, Supervisor Sam Crowley, Treasurer Gordon Engstrom, Clerk April Fredrick, Rescue Chief Kim Jahnke, Peter Knutsen **Absent:** Fire Chief Richie Nelson, Commissioner Ginny Storlie, Supervisor Sarah Somnis.

A. **Call to Order:** Supervisor Craig called the board meeting to order at 7:04 PM.

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

B. **Agenda:** Supervisor Craig moved to approve the agenda with stipulation to add Fire Equipment in New Business. Supervisor Sam seconded.

C. **Clerks Report:**

1. Supervisor Craig motioned to approve June 20 Regular meeting minutes with edits made to the next meeting date corrected to August 8 2024. Supervisor Sam seconded.
2. Supervisor Craig motioned to approve June 27 Continuation meeting minutes. Supervisor Sam seconded.
3. Mail Received:
 - i. Public Hearing Notice – Tofte General Commercial Approval notice was presented from the county.
 - ii. Advertisement – Sub Surface, Inc. could help manage culverts if needed. The board declined any available services.
 - iii. Minnesota Department of Health – Birch Grove Community Center Water Report. Supervisor Sam noted this report was posted and available at the community center.
 - iv. Bluefin Cove, Wedding Back-Up accommodation – Discussed under J. Old Business/Park & Cemetery.
 - v. USDA Forest Service – Tofte Landscape Projects Report noted any changes the Forest Service expects to implement with logging, any land given back from the state to local tribe(s), and Boundary Waters Canoe Area Wilderness Access Points.
 - vi. Void Check #8344, #8320 & Claim #4695– Motioned by Supervisor Sam, Seconded by Supervisor Craig.

D. **Treasurer's Report:**

1. Cash Control Report showed a checking account book balance of \$368,271.81. Treasurer Gordon presented the Treasurer's Report that showed ending balances as follows:
 - i. Grand Marais State Bank Checking Account: 341,951.04
 - ii. North Shore Federal Credit Union Combined Accounts: 70,730.73
 - iii. Charles Schwab Cash and MM Accounts: 205,149.86
 - iv. Charles Schwab Bond and CD Investments, at cost: 901,190.49
 - v. Total Cash and Investments: 1,313,872.26
 - vi. Supervisor Craig moved to approve the treasurer's report. Supervisor Sam seconded.

2. Receipts register for the past month totaled \$81,772.12. Supervisor Craig motioned to approve the receipts register. Supervisor Sam seconded.

E. **Claims, Payroll, and Transfers of Funds:**

1. Review and Approval of claims. Clerk April presented claims listings totaling \$38,926.19. Supervisor Craig moved to approve the claims lists. Supervisor Sam seconded.
2. Approval of payroll register – The payroll register showed net pay totaling \$5,321.50. Supervisor Craig moved to approve the payroll register. Supervisor Sam seconded.

F. **Fire Department Report:**

- G. **Rescue Squad Report:** Rescue Chief Kim noted the team responded to seven (7) calls in total for the last month.

- H. **County Commissioner Report:** None.

- I. **Citizen's Comments:** None.

J. **Old Business:**

1. *Birch Grove Community Center:*
 - i. Maintenance –
 1. Project Discussion: The Board has discussed current projects and the progress that's being made on them. The Gym Floor will be installed before the end of the month – tentatively. Clerk April to meet with County Heating & Plumbing to discuss potential Gas issues and follow up with work to be completed within the kitchen. Clerk April to follow up with Jamar and contractors for bathroom availability.
2. *Park/Cemetery:*
 - i. The Board discussed lowering the Non-Resident Rental Rate to \$1000 for both the Town Hall and Town Park. Supervisor Craig motioned to approve the rate change. Supervisor Sam seconded.
3. *Erosion Control:* None.
4. *Fire Tanker Truck Insurance Claim & Repairs:* Supervisor Craig to follow up with an update.
5. *Office Update:*
 - i. Clerk April had noted the Security Cameras looked good and were running at full strength. Culvert Flooding was discussed to follow up with the County for any Relief reimbursements needed. Toft Township is to enter an agreement with Temperence Trails and collect rent after the billboard on the townships' previously owned property is surveyed. Clerk April to follow up with Surveyors and Legal assessment for the lease agreement. With the continual effort putting into updating Birch Grove Community Center, Town Hall, and Cemetery, Clerk April is to dedicate more time to the Township to accommodate growing needs.
6. July 4th: The board discussed what went well and what we could have done better. Citizen of the Year parade float to be coordinated before the event. More wrist bands were needed,

upwards of 1000-1500. Clerk April discussed Visit Cook County's 1% Grant requirements, including monitoring attendance.

K. New Business:

1. *Party in the Park* – Clerk April to Plan and contact vendors. Supervisor Sam to reach out and confirm South Paws Band for the event.
2. *Closed Meeting*: Supervisor Sam motioned to close the meeting at 8:46PM. Supervisor Craig seconded.
3. *Re-Open Meeting*: Supervisor Sam motioned to open the meeting at 8:55 PM. Supervisor Craig Seconded. The board motioned to increase pay rates for all employees to a standard \$25/hr with exception of the clerk position to be increased to \$30/hr. The board thanked all staff for their continued effort put towards the township.

L. Next Meeting Date: August 08 2024

M. Adjourn: Supervisor Craig moved to end the meeting ended at 9:00 pm. Seconded by Supervisor Sam.

Respectfully Submitted,
April Fredrick
Tofte Town Clerk

X

Craig Horak
Chair Supervisor

X

Samuel Crowley
Vice Chair Supervisor