

ELLSBURG TOWNSHIP
P. O. BOX 308
1767 MELRUDE ROAD
MELRUDE, MN 55766

ELLSBURG TOWNSHIP MEETING

September 29, 2020

The meeting was called to order at 6:00 PM in the Ellsburg Town hall, followed by the Pledge of Allegiance.

Board members present were Chairman Arrlette Krog, Supervisor Kevin Davidson, Clerk Cindy Brown and Treasurer Elaine Wick. Vice Chair Beth Caple and Deputy Treasurer Aubreanna McKeever joined via Zoom. Guests present were: Heidi Yokel, Lee Voigt and Dale Wick.

Clerks minutes for August 2020 were read, Chairperson Arrlette Krog made a motion to approve minutes, Supervisor Kevin Davidson second, motion approved.

Treasurer's Report for August 2020

	Totals	General	Road & Bridge	Fire	Cemetery	Capital Impr
Beginning Balance August 1, 2020	130,440.22	89,648.28	26,713.25	0.01	9,078.68	5,000.00
Receipts	19,262.19	13,862.19	0.00	0.0	400.00	5,000.00
Disbursements	13,148.74	9,989.99	3,158.75	0.0	0.00	0.00
Ending Balance August 31, 2020	136,553.67	93,520.48	23,554.50	0.01	9,478.68	10,000.00

Vice Chair Beth Caple made a motion to approve the treasurers report, Supervisor Kevin Davidson second, motion approved.

Bills submitted for payment:

Vendor	Description	Check #	Amount
EFVD	Donation for dry hydrant projects	7903	\$1300.00
A-1 Services	Portable toilet rental and servicing	7904	\$388.00
Arvig	Telephone and internet	7905	\$142.30
Lake Country Power	Electricity	7906	\$86.43
Mesabi Sign Co. Inc.	Signs for helicopter landing	7907	\$1130.00
Arrlette Krog	Toilet paper and paper towels	7908	\$8.27
Rodda Grading & Excavating	Invoice 1413	7909	\$1353.75
McRae Land Improvements	Invoice 3250	7910	\$2500.00
Cindy Brown	Mileage and office supplies	7911	\$269.18
Kevin Davidson	Mileage	7912	\$20.13
PERA	Retirement	7913	\$116.94
US Treasury	3 rd qtr federal tax	7914	\$116.04
Twin Ports Pest Mgmt.	Fly spray town hall and Bass Lake fire hall	7915	\$398.00
		TOTAL	\$7829.04

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Employee wages were also paid totaling \$1060.81. Vice Chair Beth Caple made a motion to approve, Chairperson Arrlette Krog second, motion approved.

Correspondence: Correspondence was reviewed. Clerk to forward weed information from St Louis County to Ray Privette. No further action required.

Residents and Guests:

- Heidi Yokel gave a Fire Department Report. They responded to 2 calls in September, 1 medical and 1 fire. They held training on the struts they acquired with a grant from Minnesota Power. They painted the fire hall office and had the floor epoxied. The dry hydrant is now complete. The critter they were having issues with has now vacated the building.

OLD BUSINESS

- **Road and Bridge:**
 - Supervisor Kevin Davidson stated that our roads look good.
- **Buildings:**
 - Septic tank at the town hall has been pumped, clerk to call about Bass Lake Fire Hall as it does not appear on the invoice.
- **Cemetery:**
 - One funeral held in August for Inez Caple. Phase two of the cemetery project is near completion, just need grass seed and hay. There was one inquiry about purchasing a plot, Chairperson Arrlette Krog to follow-up.
- **Website:** Nothing new to report.

NEW BUSINESS

- Clerk presented election judge names – Cindy Davidson, Rita Giernett, Steph Upton, Aubreanna McKeever and Geri Caple - for approval. Chairperson Arrlette Krog made a motion to approve, Supervisor Kevin Davidson second, motion approved.
- Clerk requested approval for polling hours of 10:00 am to 8:00 pm for the general election. Supervisor Kevin Davidson made a motion to approve, Vice Chair Beth Caple second, motion approved.
- Clerk requested approval to purchase small space heater for the bathroom. Chairperson Arrlette Krog made a motion to approve, Supervisor Kevin Davidson second, motion approved.
- Chairperson Arrlette Krog requested approval for a bid of \$200 from McRae to spread grass seed and hay at the cemetery. Supervisor Kevin Davidson made a motion to approve, Chairperson Arrlette Krog second, motion approved.
- Supervisor Kevin Davidson had questions for the other supervisors in regard to what we have contracted/agreed to with Rodda Grading, our current contractor, for road grading. The other two supervisors shared that they know very little about what has been

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communicated to Rodda Excavating on expectations but they are happy with the work he is performing. It was decided Kevin would reach out to Rodda Excavating to establish a relationship and discuss what has been communicated to him from the last road supervisor. Kevin will work on a more formal contract to be used in 2021.

- Clerk will post a request for snowplowing/snow removal bids to be due by October 26. Verbiage to be added to the requirements to include removal of snow from Bass Lake Fire Hall overhead and service doors. Vice chair Beth Caple made a motion to approve the updated verbiage, Supervisor Kevin Davidson second, motion approved.
- Clerk will hire a local contractor to put up the new Melrude Town Hall sign which will include two solar lights on the posts. Chairperson Arrlette Krog made a motion to approve, Supervisor Kevin Davidson second, motion approved.
- Vice Chair Beth Caple requested approval to spend up to \$1000.00 to hire an electrician to install new electrical outlets for the Nest cameras. Chairperson Arrlette Krog made a motion to approve, Supervisor Kevin Davidson second, motion approved.
- Clerk requested approval to begin using a Consent agenda beginning at the next meeting which will expedite the meeting process as we will be able to approve standard agenda items (minutes, treasurers report, claims) at one time instead of separately. Supervisor Kevin Davidson made a motion to approve, Vice Chair Beth Caple second, motion approved.
- CARES Fund Update – Clerk reported that she is struggling to find a contractor that has time to build a ramp out of the back door of the town hall. If she can't secure a contractor to build before the November election, she will research other items that the township could use for the remaining funds. The remaining balance of the fund has to be returned on November 17 if not used.

As there was no further business, Vice Chair Beth Caple made a motion to adjourn the meeting, Supervisor Kevin Davidson second, motion approved. The meeting was adjourned at 6:50 P.M.

Cindy Brown, Clerk

Arrlette Krog, Chairman

Date