

ELLSBURG TOWNSHIP - ST. LOUIS COUNTY
P.O. Box 308, 1767 MELRUDE ROAD, MELRUDE, MN 55766
REGULAR TOWN BOARD MEETING April 29, 2008

Meeting was called to order on April 29, 2008; at 6pm. Present were Chair Supervisor Kevin Cavanaugh, Supervisor Keith Fulcher, Supervisor Jeff Musburger, Treasure Shelly Stallcop, Clerk Annette Millsop and Deputy Clerk Debbie Leppala. Guests: Lee Voigt and Greg Millsop. The clerk read the minutes from the last meeting. Keith made a motion to accept the minutes as corrected and Jeff seconded it, motion carried.

BOARD OF APPEALS AND EQUALIZATION: Read and Jeff said he was happy they changed one because the building is a shack and it made sense to bring it down.

Treasures Report: Shelly said the IRS came through with the check for the adjustment.

BEGINING BALANCE:	\$67,593.74
Receipts for the month:	\$346.56
Disbursements:	\$3,892.60
Total	\$64,047.70

Keith made a motion to accept the bills but abstained from check #4628 for the fire relief and discussion of it. Kevin seconded it and abstained from Check's #'s: 4630 (Mason Cavanaugh) and #4631 (Brandon Cavanaugh) and discussion of it. Motion to accept the bills passed.

Correspondence: St. Louis County Fair asked for a donation. Jeff made a motion not to donate seconded by Keith and motion carried.

Annette received an e-mail from the Office of the State Auditor informing her that they have not received the Town Financial Report Form for the Township of Ellsburg. This must be submitted before May 9th, 2008. Debbie informed the board that they will work on it and send in the report. Annette also received a Worker's Comp. Audit letter from MATIT insurance that they had not received the paper work for this year and the letter was the 3rd notice. Debbie finished this during the meeting and the report was mailed.

The card at the bank for the officers will be as follows:

Chair Supervisor: Kevin Cavanaugh; Supervisor Keith Fulcher; Supervisor Jeff Musburger; Clerk Annette Millsop; Treasure Shelly Stallcop; Deputy Clerk Debbie Leppala and Deputy Treasure Ralph Weeks.

Everyone will need to sign at Miners Bank in Eveleth sometime this month. Annette will take meeting minutes and other papers to Jenelle at the bank.

Old Business:

Kevin will have Brandon Cavanaugh use his truck to get new sod to fix the lawn at the hall park. The stove for the hall was discussed and Jeff said we should see how much the other expenses would be and the money we wish to spend will allow.

The short course for the township was held at Grand Rapids and at Fortune Bay. Jeff and Annette attended at Grand Rapids for new officers and learned more about what needs township people should be doing. Debbie informed the board that the CTAS program could be taught in Virginia if we organize it at the Mesabi College. Otherwise it will be in St. Michael. Keith went to Fortune Bay and said all the signs will need to be changed with in the next 5 years and it is mandated by the Federal

Government.

The Cotton Fiddle Fest asked for a donation. Discussion followed. Jeff made a motion to give them \$500.00 out of the \$2,000.00 allotted by the township. Keith seconded and motion carried. Shelly said we donated \$200.00 to Meadowlands and \$600.00 to the Cotton Chronicle.

Keith gave an update on the web page and explained how hard it is to use the one we have now. He then explained about a new web page by Karolyn Boucher referred by Mat. There can be ATV, snowmobile trails, DNR maps and trails, etc. that can be added to it and is very user friendly. Annette also explained why she didn't put the new minutes on the web page. This new page will be \$600.00 initial cost and installation and \$500.00 after 6 months. It will also be \$50.00 per month which is what we pay now. Keith made a motion to get the new web site and Jeff seconded it. Motion carried. Kevin also made a motion that Keith be in charge of the web page and trained by Carolyn. Jeff seconded it and it was carried.

Keith brought out the cost of a new dell computer and laser printer. (\$1,772.00) Jeff suggested we also get a fax machine for the office. Discussion followed. Keith made the motion for the computer/printer/fax and Jeff seconded. Motion carried.

Jeff brought up that there is work to be done on the Pavillion cement floor, the women's bathroom fixtures, corner on fascia of Hall and a new frame and door on the post office that opens in. He also said he would speak to Thomas Kurti about this. Motion was made by Jeff and an amount of \$1,200.00 was set for the cost. Keith seconded it and motion carried. Jeff will also get a certificate of Liability from him for the work. Also a certificate of Liability from Janice Jackson our Assessor needs to be gotten. Jeff also gave a cost for the gun cabinet and Keith the stove which will be put on hold for awhile.

It was brought up by Shelly about the safe that Brady Miller has and will be checked into. Kevin bought 2 new cigarette butt holders for the outside at the hall for \$55.00 each.

Road Review:

Annette read the minutes from the road inspection and several things were discussed: Sheldon Road: Kevin said he talked to Jeff and the whole road needs gravel. Young Lake Road and Cemetery Road both need brushing done and Annette needs to write a letter to Lake Country Power Brushing Division for a quote as well as posting it on the bulletin board with a deadline of 2 weeks. Annette also needs to send a letter to Bruce Carlson about the brushing on Young Lake Road he is the property owner. Kevin will check on landscaping in the cemetery and get quotes by next meeting. Kevin also called the county about inspection of the Cemetery Bridge and they said it was inspected and was alright. We need to find out how far our township goes on Cemetery Road for brushing and gravel from Stan Peterson. Nelson Road the sign is missing and Annette ordered it and should be here in about one and a half to two weeks.

Blackburn Drive there is two big rocks that are a liability risk to the plow at the turnaround by Guy Ross. Jeff will talk to Guy about this. North Waterhen Road ATV's have torn up the road for some time now and we need to get an idea of what might be possible to do from Bryan Tracy. A letter for gravel hauling (20 to 30 loads) should be sent to Tracy's Excavating for a quote and he will use our gravel. We will also need a certificate of Liability insurance from him. Names of the roads also. Annette also needs to get in touch with the chloride company we have used in the past and find out when they would be able to come and which roads the chloride will be put on. We also will need one load of gravel by the fire hall on Mink Road. Jeff made a motion to accept the minutes for the road review and Keith seconded it.

Kevin said the basketball hoop is not repairable and proposed a cement slab on the other side of the

pavillion for a new one. There is \$3,000.00 allocated for this already. It was approved by the board to do it.

Keith also made a motion to increase the amount of money paid to the township officers for meetings and hourly wage. The state has sent an increase of 50.5 for gas mileage for the township as of January 1, 2008. Discussion followed and the hourly increase for wages will be \$10.00p/h. Also Jeff made a motion to pay the Deputy Clerk \$10.00p/h, \$40.00 per meeting she/he attends and mileage for any supplies or errands that are run. Keith seconded it and motion passed. Keith also said his proposal was based on the fact that there was not an increase in wages for over 12 years and his amount was based on a 3% increase per year. Jeff made a motion for the board's wages to increase to \$10.00p/h Keith seconded it motion carried.

Debbie addressed the board telling them that Shelly and Annette need to have triple receipts for finances so Annette would make the copies and do the deposits and Shelly would write out the checks. Shelly would also need to do claim forms which we would teach to her. Annette also needs a Clerks Minutes Book which would cost \$131.00 book, \$31.50 paper and \$ 9.00 for numbers on pages = Total of \$181.50. Approved to get book.

Annette made reservations for the 75th Annual Township Conference in Alexandra in November 20, 21 and 22 at Arrowood for 5 rooms. Jeff brought up that he found out we owe for other bus rides and we need to use the bus this time to. We need to find out just how much we owe for past rides.

There was discussion about the records and keys from the previous clerk. Keith will get in touch with the MAT attorney to see what are options are. Keith will speak with the previous clerk to let her know that they need these records to be brought to the township office; there will be a dead line.

Motion to adjourn by Keith second by Jeff carried at 8:40pm.

Respectfully Submitted,
Annette Millsop, Clerk