

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

ELLSBURG TOWNSHIP MEETING

February 25, 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 Beth Caple, Vice Chairman Arrlette Krog, Supervisor Brandon Cavanaugh, Treasurer Elaine Wick, Deputy Treasurer Aubreanna McKeever, Clerk McKenzie Clinton and Deputy Clerk Cindy Brown. Guests present were Lee Voigt, Heidi Yokel, and Dale Wick. Clerks minutes were read, Chairman Beth Caple made a motion to approve minutes, Supervisor Brandon Cavanaugh second, motion approved.

Treasurer's Report For January 2020

	Totals	General	Road & Bridge	Fire	Cemetery
Beginning Balance January 1, 2020	113,548.40	74,909.09	25,410.63	0.00	6,978.68
Receipts	3,855.62	1,587.52	0.00	2,268.10	0.00
Disbursements	7,128.94	4,860.84	0.00	2,268.10	0.00
Ending Balance January 31, 2020	110,275.08	71,635.77	25,410.63	0.00	6,978.68

Supervisor Arrlette Krog made a motion to approve the Treasurer's report, Supervisor Brandon Cavanaugh second motion approved.

Bills submitted for payment:

Vendor	Description	Check #	Amount
APG Media of MN	election information	7747	\$94.73
Arvig	Telephone and Internet	7748	\$140.01
Biss Lock, inc.	rekeying doors and add deadbolts	7749	\$1,185.00
Como Oil and Propane	Propane	7750	\$243.59
PERA	EVFD retirement fund donation	7751	\$3,600.00
Johnston, Stan	reimbursement for website domain	7752	\$15.16
Lake Country Power	Electricity	7753	\$164.39
McDavitt Fire Department	McDavitt Contract	7754	\$237.50
Overhead Door Company	Bass Lake Hall Door	7755	\$539.02
Rodda Grading & excavating	invoice #1355	7756	\$1,237.50
TAG Handyman	invoice 1384 and 1024	7757	\$612.00
WA Fisher	Ballots and Postcards	7758	\$95.00
Wick, Elaine	replace stolen office supplies	7759	\$270.95
Clinton, McKenzie	mileage	7760	\$31.63
Miners National Bank	safety deposit box	7761	\$20.00
Cavanaugh, Brandon	mileage	7762	\$60.38
PERA	retirement	7763	\$101.26
Total			\$8,648.12

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Employee Wages were also paid totaling \$1,277.84. Chairman Beth Caple made a motion to accept the bills for payment, Supervisor Arrlette Krog second, motion approved.

Correspondence: Correspondence were looked at with no further discussion.

Road and Bridge: Nothing new to report.

Cemetery: Nothing new to report.

Buildings: Chairman Beth Caple stated that Terry Giernett would be at the Town Hall the following Monday to complete the work on the office door frame.

Website: Website was updated as needed.

New Business

Heidi Yokel gave a report on the Fire Department stating they went on three calls that month. She also stated that the EVFD was present at the Melrude Winter Frolic and that there are two members who were starting EMR training.

The posting for lawn mowing was updated to include mowing the section next to the basketball court. Supervisor Arrlette Krog made a motion to plant for lawn Mowing, Chairman Beth Caple second, motion passed.

During the break-in the fireproof cabinet in the office was damaged, Treasurer Elaine Wick stated that she had spoken to Biss Lock Company and the cabinet may be able to be repaired at a lower cost than replacing it. Chairman Beth Caple made a motion to pursue having Biss Lock repair the cabinet, Supervisor Brandon Cavanaugh second, motion passed.

A discussion took place about filing an insurance claim for the break-in. The current cost is around \$1,300.00, and will increase once the safe passcode is change and the fireproof cabinet is repaired. It was decided that filing a claim will be looked at further once all the costs associated are known.

A discussion took place about adding security cameras at the Town Hall. Chairman Beth Caple suggested purchasing Nest cameras and having them installed outside and inside the town hall. A discussion about the legality of having cameras inside a public building where elections and other government functions are performed. Supervisor Arrlette Krog stated that she would like to gather more information and made a motion to table the discussion until then, Supervisor Brandon Cavanaugh second, motion passed.

Clerk McKenzie Clinton announced that she had appointed Cindy Brown as Deputy Clerk.

As there was no further business, Chairman Beth Caple made a motion to adjourn the meeting, Supervisor Brandon Cavanaugh second, the meeting was adjourned at 6:40 P.M.

McKenzie Clinton, Clerk

Beth Caple, Chairman

Date