

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

**ELLSBURG TOWNSHIP MEETING**

March 31, 2020

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

Resolution ES2000 Open Meeting by Telephone was read by Chairman Beth Caple. Supervisor Arrlette Krog made a motion to approve the resolution, Chairman Beth Caple second, motion approved. Roll call - All three supervisors approved.

Board members present were Chairman Beth Caple, Vice Chairman Arrlette Krog, Clerk Cindy Brown and Deputy Treasurer Aubreanna McKeever. Present via conference call were Supervisor Brandon Cavanaugh, Treasurer Elaine Wick, and Deputy Clerk McKenzie Clinton. Guests were not present due to the Corona virus pandemic and no guests joined via conference call.

Clerks minutes for February 2020 were read, Supervisor Arrlette Krog made a motion to approve minutes, Chairman Beth Caple second, motion approved. Roll call - All three supervisors approved.

**Treasurer's Report For February 2020**

	<b>Totals</b>	General	Road & Bridge	Fire	Cemetery
Beginning Balance February 1, 2020	110,275.08	71,635.77	25,410.63	0.00	8228.68
Receipts	7,843.70	7,843.70	0.00	0.00	0.00
Disbursements	9,952.99	8,715.49	1,237.50	0.00	0.00
Ending Balance February 29, 2020	108,165.79	70,763.98	24,173.13	0.00	8,228.68

Supervisor Arrlette Krog made a motion to approve the Treasurer's report, Supervisor Beth Caple second, motion approved. Roll call - All three supervisors approved

**Bills submitted for payment:**

<b>Vendor</b>	<b>Description</b>	<b>Check #</b>	<b>Amount</b>
Arvig	Telephone and internet	7770	\$141.01
Culligan Water	Water softener salt	7771	\$69.00
Lake Country Power	Electricity 3/10-2/10	7772	\$251.88
Minnesota Benefit Association	Life Insurance	7773	\$1605.00
St Louis County Auditor	Waste Assessment	7774	\$350.00
TAG Handyman Services	Invoice 1094	7775	\$392.79
Cindy Brown	Mileage for Election	7776	\$11.50
Lanie Pierce	Mileage for Election	7777	\$30.28

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Elaine Wick	Printer ink, mileage and bank stop payment	7778	\$95.39
Arrlette Krog	Mileage	7779	\$9.20
Brandon Cavanaugh	Mileage	7780	\$60.38
McKenzie Clinton	Mileage and postage	7781	\$96.90
PERA	Retirement	7782	\$212.62
US Treasury	Quarterly Federal Tax Return Q1	7783	\$191.43
		<b>TOTAL</b>	<b>\$3517.38</b>

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

**Correspondence:** Table donation requests until April board meeting.

**OLD BUSINESS**

**Road and Bridge:** Nothing new to report.

**Cemetery:** Nothing new to report.

**Buildings:** Nothing new to report.

**Website:** Stan has offered to look into Zoom for video and/or conference calls. MAT has listed some services as well. We will look into one of these services in case we can't hold public meetings for a while.

**NEW BUSINESS**

- Keep current banks and add Cindy Brown to bank accounts. Chairman Beth Caple made a motion to approve both, Supervisor Arrlette Krog second, motion approved. Roll call - All three supervisors approved.
- LBAE April 8th Meeting - We will exercise the option of starting the meeting on April 8th, pick a date that we will reconvene (must be by May 8), we will then send out a letter to residents stating we will accept written appeals only by a date TBD before closing the April 8 meeting. Supervisor Brandon Cavanaugh made a motion to approve, Chairman Beth Caple second, motion approved. Roll call - All three supervisors approved.
- It was decided we will repost the request for lawn mowing bids as we did not post the request for bids by March 30 in error. We will request bids to be in by April 20. Supervisor Arrlette Krog made a motion to approve, Chairman Beth Caple second, motion approved. Roll call - All three supervisors approved.
- Culvert steaming is required on Mink Rd by Anderson and Dulinski residences as water is backing up into Jeff Dulinskis yard. Brandon Cavanaugh, road supervisor, will take care of it. Supervisor Brandon Cavanaugh made a motion to approve, Chairman Beth Caple second, motion approved. Roll call - All three supervisors approved.
- Request for office supplies was submitted by town clerk. Chairman Beth Caple made a motion to approve both, Supervisor Brandon Cavanaugh second, motion approved. Roll call - All three supervisors approved.

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- Request by Melrude Whistlestop for annual 3.2 on/off liquor license and special event licenses for 4th of July and Labor Day weekends. Supervisor Arrlette Krog made a motion to approve, Supervisor Brandon Cavanaugh second, motion approved. Roll call - Both supervisors approved. Beth Caple abstained from vote due to conflict of interest.
- Identify essential operations and approve clerk and treasurer can work remotely if desired/necessary so as not to affect normal township business. Chairman Beth Caple made a motion to approve, Supervisor Arrlette Krog second, motion approved. Roll call - All three supervisors approved.
- Request to authorize supervisors to spend up to \$500 if needed for projects regarding roads and buildings. Chairman Beth Caple made a motion to approve both, Supervisor Arrlette Krog second, motion approved. Roll call - All three supervisors approved.
- Motion to designate Mesabi News as our official newspaper. Chairman Beth Caple made a motion to approve both, Supervisor Arrlette Krog second, motion approved. Roll call - All three supervisors approved.
- Approve compensation as outlined on treasurer document and add \$75 for moderator at annual meeting. Chairman Beth Caple made a motion to approve, Supervisor Brandon Cavanaugh second, motion approved. Roll call - Both supervisors approved. Supervisor Arrlette Krog abstained from vote due to conflict of interest as she was the moderator at the March annual meeting.
- Cindy Brown announced McKenzie Clinton as Deputy Town Clerk and Elaine Wick announced Aubreanna McKeever as Deputy Treasurer.
- Town Clerk to post and send out letters to local businesses for prices on road grading, repaving and gravel hauling, brushing projects and sickle blade mowing at grass sides. Chairman Beth Caple made a motion to approve, Supervisor Arrlette Krog second, motion approved. Roll call - All three supervisors approved.
- Table the following to April meeting: Cameras for town hall, reorganization and annual resolutions, select date for road review. Chairman Beth Caple made a motion to approve, Supervisor Arrlette Krog second, motion approved. Roll call - All three supervisors approved.

As there was no further business, Supervisor Arrlette Krog made a motion to adjourn the meeting, Supervisor Brandon Cavanaugh second, motion approved. Roll call - All three supervisors approved. The meeting was adjourned at 7:18 P.M.

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Cindy Brown, Clerk

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Beth Caple, Chairman

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Date