

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

ELLSBURG TOWNSHIP MEETING

March 30, 2021

The meeting was called to order at 6:03 PM in the Ellsburg Town hall, followed by the Pledge of Allegiance.

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

Clerks minutes for February 2021 were read.

TREASURER REPORT FEBRUARY FOR 2021						
	Totals	General	Road & Bridge	Fire	Cemetery	Capital Impr
Beginning Balance February 1, 2021	122,972.56	84,160.84	21,725.04	0.00	7,086.68	10,000.00
Receipts	7,340.24	5,105.45	2,234.79	0.00	0.00	0.00
Disbursements	10,322.15	10322.15	0.00	0.00	0.00	0.00
Ending Balance February 28, 2021	119,990.65	78,944.14	23,959.83	0.00	7,086.68	10,000.00

BILLS SUBMITTED FOR PAYMENT			
Vendor	Description	Check #	Amount
American Solutions for Business	CTAS checks	8029	\$252.77
Arvig	Telephone and internet	8030	\$145.30
Biss Lock	Invoice 16328 safe drawer repair	8031	\$222.00
Culligan Water	Salt for softener	8032	\$57.50
Lake Country Power	electricity	8033	\$275.62
McDavitt Fire Department	McDavitt Fire Contract	8034	\$273.00
Service Electric of Superior	Invoice 742598 Outets at town hall, light and outlet at Bass Lake	8035	\$1,061.76
PERA	Retirement for EFVD members in good standing	8036	\$5,700.00
Beth Caple	Mileage	8037	\$12.32
Kevin Davidson	Mileage	8038	\$19.60
Elaine Wick	Mileage and postage	8039	\$14.76
Como	Invoice 1503145796	8040	\$368.07
Miners National Bank	Safety Deposit Box	8041	\$20.00
W A Fisher	Ballots and postcards for March election	8042	\$105.00
Cindy Brown	Mileage	8043	\$59.36
PERA	Retirement	8044	\$134.44
		TOTAL	\$8,721.50
PAYROLL SUBMITTED FOR FEBRUARY			\$1,547.64

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CONSENT

- Motion to approve-
 - February Meeting Minutes
 - February Treasurer Report
 - Bills for payment
 - Payroll

Vice Chair Beth Caple made a motion to approve consent agenda items, Chairperson Arrlette Krog second, motion approved.

CORRESPONDENCE: Correspondence was reviewed, no action required.

RESIDENTS AND GUESTS:

- Heidi Yokel gave a Fire Department Report. They had one fire call in March. They trained on pipeline emergencies, wild fires and they received training on the auto pulse that they recently received. There will be Haz Mat training on April 21 from 6 – 8:30 pm at the Cotton Community Club, they requested that at least one supervisor from the township attend that way we would be prepared in the event we ever had a train derailment.

OLD BUSINESS

- **Road and Bridge:**
 - Nothing new to report.
- **Buildings:**
 - Supervisor Kevin Davidson shared a quote from Four Star Construction to turn two doors in the Melrude fire hall into one large door. Supervisor Beth Caple made a motion to table to next month, Supervisor Kevin Davidson second, motion approved.
- **Cemetery:** Nothing new to report.
- **Website:** Nothing new to report.

REORGANIZATION

1. Clerk Cindy Brown swore in new officers Kevin Davidson and Elaine Wick.
2. Transfer town records – No action required
3. Select a town board chair and vice chair – Chairperson Arrlette Krog made a motion that her and Vice Chair Berh Caple retain their positions this year as it will get officers back on to the schedule of taking the Chairperson role the last year of service. Vice Chair Beth Caple made a motion to approve, Supervisor Kevin Davidson second, motion approved.
 - a. Clerk will submit the MAT List of Officers now that Chair and Vice Chair have been decided
4. 2021 Schedule of the town board regular meetings – Vice Chair Beth Capel made a motion to accept the submitted schedule of the last Tuesday of each month with the exception of changing the December meeting to December 21, Chairperson Arrlette Krog second, motion approved.
5. Official Newspaper – Chairperson Arrlette Krog made a motion to keep the Mesabi Tribune (formerly Mesabi Daily News) as our official newspaper, Vice Chair Beth Caple second, motion approved.

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6. Compensation for town officers and employees – After reviewing suggested wage, meeting and training changes to be more comparable to other local townships submitted by Clerk Cindy Brown, Chairperson Arrlette Krog made a motion to accept the following, Supervisor Kevin Davidson second, motion approved.
 - a. WAGES
 - i. Supervisors and Deputy positions \$15/hr
 - ii. Treasurer \$17/hr
 - iii. Clerk \$18/hr
 - b. TRAINING
 - i. On-line training - all positions paid at hourly wage
 - ii. In-person training - all positions paid \$60 for hours 1-4 and \$60 for hours 5-8, plus per diem (hotel, mileage, meals)
 - c. MEETINGS
 - i. Supervisors and Deputy positions \$50
 - ii. Treasurer \$70
 - iii. Clerk \$80
7. Motions made for designation of supervisor as below. Each supervisor abstained from voting for their own position.
 - a. Road & Bridge Supervisor – Beth Caple
 - b. Building & Playground Supervisor – Kevin Davidson
 - c. Cemetery & Website Supervisor – Arrlette Krog
8. Designated posting locations – Vice Chair Beth Caple made a motion to keep our current posting locations (Melrude Town Hall, Bass Lake Fire Hall, Cotton Community Club), Chairperson Arrlette Krog second, motion approved.
9. Designated bank as town depository – Vice Chair Beth Caple made a motion that our banks remain the same (Northern State Bank and Miners Bank), Chairperson Arrlette Krog second, motion approved.
10. Potential conflict of interest issues – No issues that our supervisors are aware of
11. Review and amend board policies as needed – No amendments required
12. Inventory training and reference materials - Reviewed by clerk, all in order
13. Review town resolution book – Resolution book is up to date and was on the table for review
14. Confirm town financial reporting form has been completed and returned to the state auditor office – Treasurer Elaine Wick confirmed that the report has been completed and submitted
15. Identify upcoming training opportunities
 - a. April 1 - Final day for MAT Spring Short Courses

NEW BUSINESS

1. Melrude Whistlestop submitted a form requesting renewal of their 3.2 on/off sale liquor license. Chairperson Arrlette Krog made a motion to approve, Supervisor Kevin Davidson second, motion approved. Vice Chair Beth Caple abstained due to conflict of interest.
2. Meadowlands Ambulance submitted a donation request. Vice Chair Beth Caple made a motion to donate \$750.00, Supervisor Kevin Davidson second, motion approved.

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3. Road Work Quote Request – Supervisors reviewed the posting, made one suggested change and then Chairperson Arrlette Krog made a motion to approve the posting, Vice Chair Beth Caple second, motion approved.
4. County Rd 59 bridge project - Supervisor Beth Caple shared that she is pursuing a start date so we can properly inform residents.
5. Speed limit signs for Melrude Road – Vice Chair Beth Capel is going to request that MNDOT post speed limit signs on the portion of Melrude Road in front of the Whistlestop and town hall.

As there was no further business, Chairperson Arrlette Krog made a motion to adjourn, Vice Chair Beth Caple second, motion approved. The meeting was adjourned at 7:11 P.M.

Cindy Brown, Clerk

Arrlette Krog, Chairman

Date