

**FREDENBERG TOWN BOARD  
SAINT LOUIS COUNTY, MINNESOTA**

**MINUTES OF PROCEEDINGS  
February 7, 2018**

**TIME & PLACE: 7:00 PM  
TOWN HALL/COMMUNITY CENTER**

The monthly meeting was CALLED TO ORDER at 7:00 pm by Chair Jim Ray. Jeff Blix, Clay Cich, Deb Pawlowicz were present, Walter Rapp was absent. Treasurer and clerks were also present. 10 individuals stood with the Board to recite the Pledge of the Allegiance.

1. APPROVAL OF MINUTES: January 3, 2018 Board meeting minutes reviewed by Board. Jeff Blix made motion to accept without correction, Clay Cich seconded. **MOTION PASSED UNANIMOUSLY**. January 17, 2017 Board meeting minutes were reviewed by Board, Jeff Blix made motion to accept without correction, Clay Cich seconded. **MOTION PASSED UNANIMOUSLY**. January 17, 2018 Board of Audit minutes reviewed, correction to date, January 17, 2018, Jeff Blix made motion to accept with correction, Deb Pawlowicz seconded. **MOTION PASSED UNANIMOUSLY**.
2. TREASURER'S REPORT: presented monthly reconciliation, checkbook was off about \$277 from this but he didn't have time to finish balancing. Total funds available as of 1/11/18 \$486,742.95. Bill also explained and answered questions regarding Schedule IA attached to agenda.
3. CORRESPONDENCE: 7 mail and 13 e-mails were received and reviewed by Board.
4. REVIEW OF BILLS: no corrections, Clay Cich made motion to accept check #9160 to 9175, totaling \$25,323.11, Jeff Blix seconded. **MOTION PASSED UNANIMOUSLY**.
5. REPORTS:
  - Clerk** – IRS request for 2016 W2 & W3 forms from township, error may be related to the fact that they were placed on 2017 forms versus 2016. Received credit from Lake County Power for sales tax charged after tax exempt forms filed with them, \$277.54. Notification of Board of Appeal and Equalization, set for May 2, 2018 (Wednesday) from 1-2 pm but unsure of location and tried to call to verify but no call back.
  - Road Report** – quiet month, Board verified that April Meeting was when bids for Roads were done.
  - Fire Department** – Annual Contract presented with corrections, Board Reviewed and signed, clerk will return to Fire Dept. Department responded to 4 calls in January: search for hypothermic patient, lifting assist, seizures, mutual aid motor vehicle accident with fatality and mutual aid structure fire. Training: mass casualty, rescue & ladder training, vehicle driving & safety. 9 members attended Arrowhead EMS Association conference. 2 new members were welcomed: Shawn Brown & Jennifer Collard. Elections held: Linda Bergstrand Chief, Mark Baker 1<sup>st</sup> Asst Chief, Eric Bergstrand 2<sup>nd</sup> Asst. Chief, Julie Sunnarborg President, Sarah Serena-Bergstrand Vice President, Mark Baker Secretary, Kim Wagner Treasurer, Ryan O'Rourke Safety Officer, Eric Bergstrand Safety Officer, Troy Sunnarborg & Jeff Siem Maintenance Officers, Peg Twining Prentice Public Relations, Linda Bergstrand Public Education. Also, information on Fire Deaths in MN in 2017, 63 people died, increase of 47% from 2016. So far in 2018, 7 people have died in fires. REMINDER to check smoke alarms & carbon monoxide alarms, stay safe and don't become a statistic. Resident requested to place notice in newsletter about smoke alarm program again.
  - Cemetery** – nothing
  - Parks & Rec** – sliding hill and rink being used a lot, timer for lights is malfunctioning, Jim Ray will contact electrician about replacing.
  - Community Center** – cleaning checklist is working for custodians.
  - Recycle Center** – Fran Williams trained in, Recycle Grant application complete and will be submitted. Problems with locks on service and garage door, Deb Pawlowicz will have Mort replace versus trying to repair. Gordy Jensen willing to do fill in. Request for water hook up to building and it will be looked at in the spring.
  - Other Meetings** – none
6. OPEN FORUM: no one
7. OLD BUSINESS:
  - A. Township Comprehensive Plan: Deb Pawlowicz reported that a first draft done for one section, continue to work on

- B. Birch Acres Road and Fredenberg Lake Road Improvement Project: presented SEH letter with recommendation for contractor based on bids received and opened on January 30, 2018 for all 3 road projects, low bid was Northland Constructors with bid of \$296,061.43 (Engineers estimate was \$391,002.90). All information was reviewed by Board and Resolution 18-004 was read aloud, Jeff Blix made motion to accept Resolution 18-004, Jim Ray seconded, **MOTION PASSED UNANIMOUSLY**. A change of order may be presented after receiving an estimate for increased widths Birch Acres and North Birch Acres. Also, attorney costs and other expenditures for roads will be included in final numbers.
- C. High Banks Resort Variance: Township was notified by St. Louis County Planning & Zoning that the conditional use permit was pulled, and hearing cancelled.
- D. Town Hall Furnace Quotes: unopened quotes were presented and opened by Board, they reviewed the two (2) that were submitted, discussed wall mount versus floor mount units and output of each. Jim Ray made motion to accept All Service Heating LLC bid for \$8950.00, Jeff Blix seconded, but amended to give latitude to Jim Ray to work with the contractor to make minor changes if necessary. **MOTION PASSED UNANIMOUSLY**
8. **NEW BUSINESS:**
- A. Election Machine Grant: Township was approved for grant totaling \$1858.01 and will receive \$400.00 trade-in on old machine, presented 2 options from State to purchase new machine, one with 1-year warranty \$5375.00 and one with 3-year warranty (\$5995.00). Clay Cich made motion to accept unit with 3-year warranty for \$5995.00, Jeff Blix seconded. **MOTION PASSED UNANIMOUSLY**
- B. Salary versus per meeting rate of pay for Board supervisors and Treasurer: number of meetings listed in Budget & Salary Meeting was incorrect, and clarification requested by treasurer about is pay based on set salary for year or on number of meetings. Board discussed and decided it was based on pay per meeting at set rate for a total of 15 meetings per year, but 2018 will be a total of 16. Jim Ray made motion to make addendum to Salary & Budget Meeting minutes with this clarification, Clay Cich seconded. **MOTION PASSED UNANIMOUSLY**.

**ADJOURNMENT:** Jim Ray made motion to adjourn meeting, Clay Cich seconded. **MOTION PASSED UNANIMOUSLY**. Meeting adjourned at 8:56pm.

Respectfully submitted,

Board Chair/Co-Chair

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