

**FREDENBERG TOWN BOARD  
SAINT LOUIS COUNTY, MINNESOTA  
ANNUAL BOARD OF AUDIT FOR TOWNSHIP**

**MINUTES OF PROCEEDINGS  
January 15, 2020**

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

The monthly meeting was CALLED TO ORDER at 7 pm by Chair Clay Cich. Also, present were: Deb Pawlowicz, Jim Ray, Tim Wagner, absent: Walter Rapp. Mary Skafte & Diane Palmstein/clerks present, Bill O'Brien, Treasurer was absent. 1 individual stood with the Board to recite the Pledge of the Allegiance.

1. NEW BUSINESS

A. Signature request on Reservoir Riders grant contract: Board reviewed MN grant contract, Federal Sub-Award agreement Project #004-19-2C (for 2019 Artic Cat Bearcat 7000 XT), Resolution 19-003 was passed in January 2019 in support of grant application. Clay Cich made a motion to have Board Chair and Vice Chair sign agreement so grant process can proceed, Jim Ray seconded. **4 YEAS 1 ABSENT. MOTION PASSED.**

B. Clerks present Township receipts and disbursements ledgers for 2019, Board reviewed and requested:

CLAIMS:

9502, 9764, 9826, 9825 were provided, along with original receipts and check receipt.

DEPOSITS:

77302, 77272 77287 were provided, deposit slips were complete and matched ledger.

PAYROLL:

9777, pay and hours matched

Checkbook is reconciled monthly by Treasurer and report on budget presented monthly at meeting.

Jim Ray made a recommendation for supervisors and employees of Township to complete Timesheet with "what was done during those hours worked". As an example: Road Foreman 1 hour, tree removal, Clerks, 2 hours WLLSD grant application, Supervisors 2-hour DAT meeting, Custodians, 2 hours cleaning, vacuuming town hall Recycle Attendant, 3 hours, center opened, .5 hours cleaning. Clerks will inform custodians, attendants and rink attendant of request.

2. ADJOURNMENT: Deb Pawlowicz made a motion to adjourn meeting, Tim Wagner seconded. **4 YEAS 1 ABSENT. MOTION PASSED UNANIMOUSLY.** Meeting adjourned at 7:47 pm.

Respectfully submitted,

  
Clerk

  
Board Chair/Co-Chair