

**COTTON TOWN BOARD MEETING - Approved Version**

**May 13, 2010**

The meeting was called to order at approximately 4:00 p.m. in the township office, followed by the Pledge of Allegiance. Board members present were Supervisor Ken Meinke, Supervisor Jamie Bowden, Supervisor Tim Randall, Treasurer Debbie Leppala, and Clerk Sandi Nelson. Residents present were Jean Magney and Liz Treher.

Ken Meinke motioned, supported by Jamie Bowden to accept the April 8<sup>th</sup> meeting minutes as mailed. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

The treasurer presented the cash control statement.

GENERAL FUND: receipts \$1,490.61; disbursements \$10,106.30; total \$4,399.34  
NON-LEVY REVENUE: receipts \$1,282.61; disbursements \$0; total \$87,809.34  
ROAD & BRIDGE FUND: receipts \$0; disbursements \$0; total \$13,186.70  
CHRONICLE FUND receipts \$2,078.20; disbursements \$1,752.71; total \$8,305.42  
CEMETERY\OLD FUND: receipts \$0; disbursements \$0; total \$7,602.53  
CEMETERY\NEW FUND: receipts \$0; disbursements \$0; total \$11,417.23  
PARKS & REC FUND: receipts \$0; disbursements \$0; total \$6,601.82  
FIRE FUND: receipts \$0; disbursements \$11,293.00; total \$7,681.82  
FIRE TRUCK FUND: receipts \$25.20; disbursements \$0; total \$8,184.32  
CAPITAL PROJECTS FUND: receipts \$30.00; disbursements \$0; total \$13,913.03  
TOTAL RECEIPTS: \$4,906.62  
TOTAL DISBURSEMENTS: \$23,152.01  
BALANCE ON HAND: 4/30/10 \$169,101.55

INVESTMENTS: CERTIFICATE OF DEPOSIT:

NON-LEVY REVENUE FUND: CD current value \$25,000.00

Jamie Bowden motioned, supported by Tim Randall to accept the Treasurer's Report as read. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

The Treasurer presented the claims list. Jamie Bowden motioned, supported by Tim Randall to approve and sign the claims list for claim #14562 through #14592 and debit #510-1 claims totaling \$22,563.71 and approve debit #510-2 to pay the Bills For Payment. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

**Correspondence**

**ST. LOUIS COUNTY OFFICES**

AUDITOR: AutoMark & M100 maintenance check. MN election law changes for 2010. Election judges for Republican & Democratic party. MN absentee ballot application & Federal post card application. Offices on 2010 ballot. Notice of Filing for the 2010 State General Election.\*

AUDITOR-TREASURER: Payment for 09 Tax Forfeit Land Apportionment. Request for early distribution of 2010 tax collections.

LAND DEPT: Update on map & centerline description.\*

PLANNING & DEVEL DEPT: Joint Cooperation Agreement renewal.\*

PUBLIC WORKS: Snowplowing roads for 2<sup>nd</sup> half of 2009/2010. Crushing program worksheet.\*

ST. LOUIS CTY. ASSOC. OF TOWNSHIP OFFICERS: Minutes, By-Laws, Treasurer's Report & registration.

MN DEPT. OF AGRICULTURE: Emerald Ash Borer workshop.\*

MN STATE AUDITOR: E-Updates and Pension Division Newsletter. Pension electronic signature instructions.

MN DEPT. OF HEALTH: Drinking Water Report.

MAT AGENCY: Liability Insurance.

AMERICAN GROUND WATER TRUST: Ground Water Education workshop.\*

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ARDC: Regional Transportation Advisory Committee In-Kind Grant Program.  
NORTHEAST SERVICE COOPERATIVE: Broadband infrastructure project meetings.\*  
NORTHSPAN: TripleNet updates.  
COURI, MACARTHUR & RUPPE: Legal Seminar.  
CALGARO & SON TREE SERVICE: Quote & statement.  
CURTIS OIL: Payment plan.\*  
JAN JACKSON: Interested in assessing for Cotton.\*  
MEADOWLANDS AMBULANCE SERVICE: Thank you.  
RELS TITLE: Assessment certification.  
PIONEER ABSTRACT & TITLE: Assessment certification.  
DENNIS OLSEN: Measurements of town culverts.\*  
RODDA GRADING: Road forms.  
INTERNAL REVENUE SERVICE: Patient Protection & Affordable Care Act.  
NORTHERN SUN CONSULTING: Food Manager & Recertification Training.  
TEAMLAB: Aggregate Base Stabilizer.  
LAWNMOWER CLASS ACTION\*  
NORTHSPAN GROUP: Spring Newsletter  
USDA RURAL DEVELOPMENT: Rural Energy for America Program.  
RANGE READINESS INITIATIVE  
COTTON VFD RELIEF ASSOC: Form RF-09 (corrected)  
COTTON CHRONICLE  
ISD 2142 NEWSLETTER  
TECHNOLOGY EXCHANGE  
PRO AV  
WASTE & RECYCLING  
ACS NEWSLETTER  
LAKE COUNTRY POWER STRICTLY BUSINESS  
RE: ISD 2142 –Email concerning amendment to bill. Response from Sen. Tomassoni & Rep. Sertich.  
\*AGENDA ITEM

Ken Meinke motioned, supported by Tim Randall that the clerk go through correspondence and may decide what is appropriate to keep for the meeting. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

**OLD BUSINESS**

AWAIR program was adopted but the dollar amount that a town board member may expend was not filled out. Ken Meinke motioned, supported by Tim Randall that in the AWAIR program a town board member is allowed to expend up to \$100 to take immediate action to correct a potential hazard. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED. On May 6, 2010 during a funeral reception a lady fell coming into the building. The lady said she was fine. The red mats were removed from the foyer. An accident form was filled-out and the MATIT insurance was faxed a copy. Meinke asked if an estimate to repair the problems with the foyer had been received.

Well: Tim Randall was at the community center when the trees were removed. The project went very well and Calgaro Tree Service did an excellent job. Discussed the new water line and pressure tank. Leppala gave the Board a copy of the outstanding bill of Northland Rec in the amount of \$604.14. Rick Helander did make one payment in February. Once a new water line is put in, Northland Recreation will not have a line connected to the well. Ken Meinke motioned, supported by Tim Randall that the new water line will only have the town property on the well. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED. Jean Magney asked if a lien could be put on Helander's property. Liz Treher asked about taking Helander to small claims court. Clerk will check into making changes on the town deed. Tim Randall will talk to Petersen Well Drilling regarding the plumbing plan review to go to Dept. of Labor and Industry with a fee of \$150. Once the tree stumps are out and new water lines put in, pit run gravel will be used to fill the area. A letter should be sent to Rick Helander that once

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Petersen Well Drilling has replaced the lines, Lakeland Recreation will no longer be connected to the town well.

Monitoring wells: Waiting to hear from Rick Crum, Northeast Technical Services (NTS), regarding the well abandonment.

**CONTINUUM**

Community Center: The wireless router has been installed. The gardens on the east and north side of the center are done. The Board said the groundskeepers should keep-up the small gardens around the warming building. Bought four new ceiling fans. There is a leak around the chimney in the furnace room and Norm Peterson will patch it. Class action suit on the lawnmower was tabled.

Roads: The Board went over the Road Review. Ken Meinke discussed a new culvert on S. Strand Lake Road. Tim Randall will check what size culvert is needed and will check Pioneer Lake Road and N. Strand Lake Road where culverts are planned. Tracy Excavating will need to coordinate with Rodda to have roads graded when gravel is placed. Jean Magney discussed the 4-wheelers on S. Strand Lake Road. Meinke told Rodda not to grade S. Strand before the weekend and wait until Monday or Tuesday and hopefully that will help with the ruts in the road that happen on the weekend. Laws have changed in regards to ATV's and parties can be liable for road damages. Town residents will have to purchase their own culverts.

Cemetery: The cemetery committee is planning to plot the new portion and a corrected survey must be done now that the property lines have been corrected. LaVerne Leuelling from Northern Lights Surveying will be doing the work. Debbie Leppala will purchase flowers for cemetery.

Ken Meinke motioned, supported by Jamie Bowden to approve the volunteer agreements. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

Meetings: MN Assoc. of Township Short Course – Ken Meinke, Jamie Bowden, Tim Randall, Debbie Leppala and Sandi Nelson; Local Board of Appeal & Equalization - Ken Meinke, Jamie Bowden, Tim Randall, Debbie Leppala and Sandi Nelson; Township Road Review – Ken Meinke, Tim Randall and Sandi Nelson; St. Louis County Assoc. of Township Officers – Ken Meinke, Jamie Bowden, Tim Randall, Debbie Leppala and Sandi Nelson. Northeast Middle Mile Fiber Project Meetings in May.

**NEW BUSINESS**

Elections: The voting machines have been serviced by St. Louis County Auditor's Dept.; A copy of the new absentee ballot was received; The State Primary date has been changed and it will be August 10<sup>th</sup>; Notice of Filing for the State & County Election has been posted in the township bulletin board; the clerk will be receiving training from the state and county and will be giving training along with area clerks at the community center.

Joint Cooperation Agreement Renewal for St. Louis County CDBG and HOME Programs will automatically extend for a successive three-year period covering 2011-2013.

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Budget Plan: Discussed paying monthly or keeping funds in bank until needed. The Board decided not do a budget plan. Curtis Oil does not have a lock-in for fuel oil. Debbie Leppala will check into other companies to see if they have lock-in prices for fuel oil.

Ken Meinke motioned, supported by Tim Randall to make a contribution of \$100 to the Cotton Area Senior Citizens for the Christmas Dinner. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED. This amount to be taken out of the Non-Levy Revenue Fund.

The Board will not be attending the Emerald Ash Borer or Ground Source Heating & Cooling Workshop.

Ken Meinke motioned, supported by Tim Randall to approve check #14593 for \$150 to MN Dept. of Labor and Industry for the Plumbing Plan Review application. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

Jean Magney asked about Lake Country Power spraying. Ken Meinke gave Magney information he received from the Lake Country Power Member Meeting.

As there was no further business, Jamie Bowden motioned, supported by Tim Randall that the meeting be adjourned at 5:52 p.m. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

Respectfully submitted,

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Town Clerk

Approved:

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Town Chair

\_\_\_\_\_ Date