

Minutes of the Reorganization meeting of the Town of Normanna, Minnesota, St. Louis County, held in the Normanna Town Hall, on Monday, March 26th, 2018 at 6:00 p.m. The meeting was called to order by Chair Dan Johnson at 6:00 p.m.

Members Present: Supervisor Dan Johnson, Supervisor Dennis Gunsolus, Tammy Courrege, and Clerk/Treasurer Ellen Hanson.

Others Present: Joel Bielke.

Oath of Office: Clerk Hanson administered the oath of office to Tammy Courrege, recently elected Supervisor, a three year term.

Transfer of Town Records: It was not necessary to transfer town records.

Selection of Town Chair, Vice Chair, and Deputy Clerk: Motion by Gunsolus to appoint Johnson as Chair, seconded by Courrege. Motion carried unanimously. Motion by Johnson to appoint Gunsolus as Vice Chair, seconded by Courrege. Motion carried unanimously.

Adoption of Board's Regular Meeting Schedule: Motion by Gunsolus to set the monthly meetings for the 3rd Monday of the month at 7:00 p.m., seconded by Johnson. Motion carried unanimously.

Designation of Official Newspaper: The Duluth News Tribune is the current newspaper. Motion by Johnson approved the Duluth News Tribune as the official newspaper for publishing legal notices for 2018, seconded by Gunsolus. Motion carried unanimously.

Set Compensation of Town Officers and Employees: The Supervisors meeting wages for 2017 were \$45; chair \$55, the Clerk's salary \$425, and \$70 per meeting, the Deputy clerk's meeting rate \$45 per meeting, election judges rate \$11.00 per hour, and outside meeting compensation at \$45, up to a maximum of 12 meetings, for township business. Motion by Johnson as follows: Supervisors meeting wages for 2018 - \$45; chair \$55; the clerk's salary \$475 and \$75 per meeting, the deputy clerk's meeting rate \$45 per meeting; election judges rate \$11.00 per hour, and outside meeting compensation at \$45, up to a maximum of 12 meetings, for township business, seconded by Gunsolus. Motion carried unanimously.

Designation of Supervisors Positions:

Land Use Supervisor: Motion by Johnson to appoint Gunsolus as the Land Use Supervisor, seconded by Courrege. Motion carried unanimously.

Cloquet Valley Internet Initiative Representative: Motion by Johnson to appoint Mark Anderson as the Cloquet Valley Internet Initiative Representative, seconded by Gunsolus. Motion carried unanimously.

Fire Department Liaison Supervisor: Motion by Gunsolus to appoint Johnson as the Fire Department Liaison Supervisor, seconded by Courrege. Motion carried unanimously.

Buildings and Grounds Supervisor: Motion by Gunsolus to appoint Johnson as the Buildings and Grounds Supervisor, seconded by Courrege. Motion carried unanimously.

Duluth Urban Watershed Advisory Committee Representative: Motion by Johnson to appoint Courrege to be the Duluth Urban Watershed Advisory Committee Representative, seconded by Gunsolus. Motion carried unanimously.

Roads and Bridges Supervisor: Motion by Courrege to appoint Johnson as Roads and Bridges Supervisor, seconded by Gunsolus. Motion carried unanimously.

Designation of Posting Areas: Motion by Johnson designated the official posting sites to be at the Town Hall and Troy Brett Trail at King's Court, and the Normanna Township web site, seconded by Gunsolus. Motion carried unanimously.

Designation of Banking and Depository: The township banking is at North Shore Bank of Commerce for the checking account. Motion by Johnson to keep the North Shore Bank of Commerce, seconded by Courrage. Motion carried unanimously.

Potential Conflict of Interest Review: Current policies and procedures were reviewed.

Review and Amend Board Policies: The current federal rate for mileage is covered under the expense policy. Motion by Johnson to reimburse mileage at the current federal rate, seconded by Gunsolus. Motion carried unanimously.

Inventory Training and Reference Materials: The Board identified the location of the Town Law Book and election materials. They are in the town hall.

Review Town Ordinance Book, Resolution Book, Cemetery Regulations: The Board identified the location of the Resolution Book which is in the town hall. The resolutions are also on the website. There was no need to review the cemetery regulations.

Confirm the Town Financial Reporting Form has been completed and returned to the State Auditor's Office: Hanson confirmed the electronic submission had been completed.

Training Opportunities: Known training opportunities were reviewed for 2018.

Motion by Johnson, seconded by Gunsolus, and carried adjourned the meeting at 6:40 p.m.

Respectfully submitted,

Ellen Hanson, Clerk

Daniel Johnson, Chair