

Minutes of the regular Board meeting of the Town of Normanna, Minnesota, St. Louis County, held in the Normanna Town Hall, on Monday, November 19<sup>th</sup>, 2018 at 7:00 p.m. The meeting was called to order by Chair Daniel Johnson at 7:00 p.m.

**Members Present:** Chair-Supervisor Daniel Johnson, Supervisor Dennis Gunsolus, Supervisor Tammy Courrege, and Clerk/Treasurer Ellen Hanson.

**Others in Attendance:** Vivian Hanson.

**Pledge of Allegiance:** The Pledge of Allegiance to the Flag of the United States of America was recited.

**Approval of Agenda:** Johnson presented the agenda. Motion by Johnson to accept the agenda as amended, seconded by Gunsolus. Motion carried unanimously.

**Approval of Board Minutes:** The Board of Supervisors meeting of October 15<sup>th</sup>, 2018 minutes were presented and reviewed. Motion by Johnson to approve the October 15<sup>th</sup>, 2018 Board minutes as presented and seconded by Gunsolus. Motion carried unanimously.

**Normanna Fire Department (NFD):** Johnson asked if the background cleared on the new applicant. Hanson reported it had cleared. Motion by Johnson to accept Tammy Robarge as a new first responder, seconded by Courrege. Motion carried unanimously.

**Normanna Land Use Committee Report:** Gunsolus reported there was nothing new to report.

**Buildings and Grounds Report:** Johnson reported the cemetery grounds are cleaned up.

**Fire Department Liaison:** Johnson reported there was nothing new to report.

**Road Report:** Johnson met with the Kings Kourt Association and they talked about the calcium chlorine they put on the road. They agreed to put more gravel on the road. The gravel would be purchased through the County; and the Association tentatively agreed to pay \$8,000.

**Resolution #2018-03 Resolution Authorizing Contract with St. Louis County:** Johnson presented the resolution for acceptance. Motion by Johnson to accept Resolution 2018-03, seconded by Gunsolus. Motion carried unanimously.

**Clerk's Report:** Hanson reported on the general election. She updated the website with pictures from the 5K run/walk race.

### **Old Business**

**Duluth Urban Water Shed Advisory Committee (DUWAC):** Courrege reported there was nothing new to report.

**Cloquet Valley Internet Initiative (CVII):** Gunsolus reported there was nothing new to report.

**Resolution #2018-02 Acceptance of Donation from Donors for the Normanna First Annual 5K Run Walk:** Hanson presented the resolution for acceptance. Motion by Johnson to accept Resolution 2018-02, seconded by Gunsolus. Motion carried unanimously.

**Cemetery Regulations:** Tabled.

**New Business**

**Snow Plow Quotes:** Johnson called two contractors that plow snow and he has not heard back from them. He will follow up and report back next month.

**Treasurer's Report:** Clerk Hanson distributed the Cash Control Statement, Net Pay Account Distribution Report, and Claims List for approval to the Supervisors. The claims list is attached and the other reports are in the Clerk's book.

Beginning Balance –10/1/2018-\$72,085.99

Total Receipts - \$914.33

Total Disbursements - \$15,604.01

Outstanding Checks - \$1540.50

Total per Bank Statement –10/31/2018 - \$58,936.81

November claims 2573-2588 totaled \$12,920.05 were presented for approval.

November payroll checks 3129-3132 totaled \$830.07.

Motion by Johnson to pay the November claims as presented and accepted the October cash control statement, seconded by Courrege. Motion carried unanimously.

**Petitions from the Floor:** Vivian Hanson commented that the 5K run/walk race was fun and encouraged the Board to continue it.

**December Meeting:** Hanson reported she will be on jury duty from December 17-29 and asked if the December 17<sup>th</sup> meeting could be moved. Discussion. Motion by Johnson to move the December meeting from the 17<sup>th</sup> to the 10<sup>th</sup>, seconded by Courrege. Motion carried unanimously.

**Newsletter:** Hanson will present a draft of the next newsletter at the next meeting.

Checks were signed.

Correspondence was read.

Motion by Johnson to adjourn the meeting at 7:52 p.m., seconded by Gunsolus. Motion carried unanimously.

Respectfully submitted,

---

Ellen Hanson, Clerk

---

Daniel Johnson, Chair

---

Town of Normanna

Claims List for Approval

11/18/2018

Date Range : 11/1/2018 To 11/30/2018

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
11/19/2018	Susan M. Baker	Election Judge Service	2573	\$88.00	100-41410-103-	Elections	\$88.00
11/19/2018	Lone Cooke	Election Judge Service	2574	\$82.50	100-41410-103-	Elections	\$82.50
11/19/2018	Vivian Hanson	Election Judge Service, PAT, & Set-up	2575	\$192.50	100-41410-103-	Elections	\$192.50
11/19/2018	Clark Peterson	Election Judge Service	2576	\$82.50	100-41410-103-	Elections	\$82.50
11/19/2018	Leslie Peterson	Election Judge Service	2577	\$88.00	100-41410-103-	Elections	\$88.00
11/19/2018	Forum Communications Company	Inv.C-32013209:Notice of Public Accuracy Test	2578	\$57.00	100-41410-351-	Elections	\$57.00
11/19/2018	Dan Johnson	Reimbursement for 5K Food, 5K Medals, Fire Safety Kids kits, Firefighter Kids hats	2579	\$235.92	100-41901-810- 100-41901-810- 100-41901-810- 100-41610-810-	Other General Government Other General Government Other General Government City/Town Attorney	\$102.36 \$95.70 \$24.74 \$13.12
11/19/2018	CenturyLink	2018:Oct. Telephone	2580	\$37.10	100-41940-321-	General Government Buildings and Plant	\$37.10
11/19/2018	Rodda Grading & Excavating	Inv.1257:Road work (9/22-10/13/18)1. Nicole, T Brett, Wikstac: Ditching,Grading,Blading	2581	\$6,705.00	201-43122-403-	Unpaved Streets	\$6,705.00
11/19/2018	UDAC	Inv.19203:5K postcard mailing (Sept. 2018)	2582	\$129.48	100-41420-325-	Recording and Reporting	\$129.48

Report Last Updated: 08/29/2014

Page 1 of 3

Town of Normanna

Claims List for Approval

11/18/2018

Date Range : 11/1/2018 To 11/30/2018

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
11/19/2018	American Solutions for Business	Inv INV03777249: 20 Sport-Tek Tee-Shirts (5K run/walk)	2583	\$385.17	100-41901-215-	Other General Government	\$385.17
11/19/2018	Dan Johnson	Mowing for 2018: Cemetery & Town Hall Grounds	2584	\$2,185.00	220-49010-403- 100-41901-403-	Cemetery Other General Government	\$1,625.00 \$560.00
11/19/2018	Emergency Services Marketing Corp.,	Inv.11192018:One year sub "JamResponding"(12/21/18-12/20/19)	2585	\$305.00	225-42250-321-	Fire Communication	\$305.00
11/19/2018	Minnesota Power	2018:October Electric	2586	\$153.13	100-41940-381- 225-42280-381-	General Government Buildings and Plant Fire Stations and Buildings	\$47.61 \$105.52
11/19/2018	Emergency Apparatus Maintenance, In	Inv.102512,102513,102866:Engine 1 & Tanker 4 repairs and parts	2587	\$1,542.26	225-42220-404- 225-42220-404- 225-42220-404-	Fire Fighting Fire Fighting Fire Fighting	\$720.27 \$709.33 \$112.66
11/19/2018	Superior Fuel Company	Inv.528195 & 530283:11/15/2018 Propane for Town Hall & Fire Hall	2588	\$651.49	100-41940-383- 225-42280-383-	General Government Buildings and Plant Fire Stations and Buildings	\$285.41 \$366.08

Town of Normanna

Claims List for Approval

11/18/2018

Date Range : 11/1/2018 To 11/30/2018

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
Total For Selected Claims				\$12,920.05			\$12,920.05

_____		_____	_____	_____	_____	11/19/2018	_____
Daniel R Johnson		Chair, Town Supervisor				Date	
_____		_____	_____	_____	_____	11/19/18	_____
Dennis Gunsolus		Vice Chair, Town Supervisor				Date	
_____		_____	_____	_____	_____	11/19/18	_____
Tammy J Courge		Town Supervisor				Date	

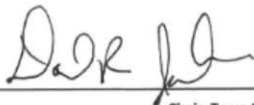
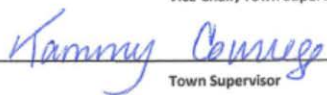
Town of Normanna

Cash Control Statement

11/18/2018

For the Period : 10/1/2018 To 10/31/2018

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$22,655.33	\$885.09	\$2,149.50	\$21,390.92	\$0.00	\$0.00	\$21,390.92
Road and Bridge	\$15,019.53	\$12.60	\$4,246.14	\$10,785.99	\$0.00	\$1,540.50	\$12,326.49
Building	\$11,208.68	\$0.00	\$0.00	\$11,208.68	\$0.00	\$0.00	\$11,208.68
Cemetery	\$2,573.21	\$0.49	\$0.00	\$2,573.70	\$0.00	\$0.00	\$2,573.70
Fire Department	\$20,395.09	\$16.05	\$9,208.37	\$11,202.77	\$0.00	\$0.00	\$11,202.77
Impress Fund	\$234.15	\$0.10	\$0.00	\$234.25	\$0.00	\$0.00	\$234.25
<b>Total</b>	<b>\$72,085.99</b>	<b>\$914.33</b>	<b>\$15,604.01</b>	<b>\$57,396.31</b>	<b>\$0.00</b>	<b>\$1,540.50</b>	<b>\$58,936.81</b>

 _____ Daniel R Johnson Chair, Town Supervisor	11/19/18 _____ Date
 _____ Dennis Gunsolus Vice Chair, Town Supervisor	11/19/18 _____ Date
 _____ Tammy J Courrage Town Supervisor	11/19/18 _____ Date



**RESOLUTION #2018-03**

**RESOLUTION AUTHORIZING CONTRACT  
WITH ST. LOUIS COUNTY**

**WHEREAS**, The Town Board of Normanna Township, St. Louis County, Minnesota is seeking the acquisition of Class V gravel for the 2019 construction season;

**WHEREAS**, The St. Louis County Public Works Department has established an aggregate crushing program in which Townships are invited to participate. Participating townships are required to pay an administrative fee of \$300 and material testing at a rate of \$200 per 1,500 tons of aggregate;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board does hereby enter into a cooperative agreement with St. Louis County for the purchase of 1,400 tons of Class V crushed aggregate for the 2019 construction season.

Adopted this 19<sup>th</sup> day of November, 2018.

Attest: *E. Hanson*  
Town Clerk

BY THE TOWN BOARD  
Dennis Gunsolus *Dennis Gunsolus*  
Dan Johnson *Dan Johnson*  
Tammy Courrage *Tammy Courrage*





St. Louis County Public Works Department  
Maintenance Programs Request Form  
Due Date: Friday, October 5, 2018

Agency Name	Normanna Township
Address	6472 French River Road, Duluth Mn.
Contact Name	Dan Johnson
Email	djnormanna@yahoo.com
Phone Number	218-255-0258

**My agency is requesting to participate in the Aggregate Crushing Program**

Estimated Quantities

Gravel Pit Name		Estimated Quantity (tons)	1400
Gravel Pit Name		Estimated Quantity (tons)	
Gravel Pit Name		Estimated Quantity (tons)	

**My agency is requesting to participate in the Maintenance Striping Program**

Estimated Quantities

4" Solid Line Paint <u>Yellow</u> (linear feet)	
4" Solid Line Paint <u>White</u> (linear feet)	
4" Broken Line Paint <u>Yellow</u> (linear feet) <sup>1</sup>	
4" Double Solid Line Paint <u>Yellow</u> (linear feet) <sup>2</sup>	

1. Length of each broken line is 10 feet  
2. Both solid lines are included in the length measurement

**My agency is requesting to participate in the Crack Sealing, Chip Sealing and Scrub Sealing Program**

Submit this form by mail or email.

<u>Mailing Address</u>	<u>Email Address</u>
St. Louis County Maintenance Programs	<a href="mailto:mitchella@stlouiscountymn.gov">mitchella@stlouiscountymn.gov</a>
4787 Midway Road	
Duluth, MN 55811	

A resolution must be attached from the town board or city council that approves entering into a cooperative agreement with St. Louis County. Applications that do not include this resolution may not be accepted into the program.

For general questions, please contact Victor Lund by phone at 218-625-3873 or email at [lundv@stlouiscountymn.gov](mailto:lundv@stlouiscountymn.gov).