

Minutes of the regular Board meeting of the Town of Normanna, Minnesota, St. Louis County, held in the Normanna Town Hall, on Wednesday, February 19, 2020 at 6:00 p.m. The meeting was called to order by Chair Daniel Johnson at 6:00 p.m.

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

**Others in Attendance:** Vivian Hanson, Cory Hulst, and Joel Klints.

**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. There was a motion by Johnson to accept the agenda as presented and seconded by Gunsolus. This motion carried unanimously.

**Approval of Board Minutes:** The Board of Supervisors meeting of January 22<sup>nd</sup>, 2020 minutes were presented and reviewed. There was a motion by Johnson to approve the January 22<sup>nd</sup>, 2020 Board minutes as presented and seconded by Courrege. This motion carried unanimously.

**Normanna Fire Department (NFD)/Fire Liaison:** Hulst reported there were 4 calls in January. OSHA Grant Extension: Johnson reported he asked for an extension which was granted and extended to May 5. SCBA Testing: Hulst reported all respiratory certifications had been completed and passed by the members. Fit testing: Members will be at the fire hall tomorrow for the fit tests and measurements for new gear. Five members have new gear, five members need new gear (J. Cooke, C. Hulst, C. Pohl, A. Miller, J. Klints) and maybe ½, T. Hartman may need gear but has not had training yet. Member retirement: Eric Norland retired from the department. C. Pohl mask is failing and will need to be replaced. All boots are expired and there are seven expired sets of gloves. There needs to be a system worked out for the purchasing card receipts. The department may set up a bin for Johnson where they can put the receipts. DNR check from 2017: Discussion on a possible missing check. C. Hulst will look for more information on it.

**Normanna Land Use Committee Report:** Gunsolus reported there was nothing new to report. New appointments will be made in May.

**Buildings and Grounds Report:** Johnson reported there was nothing new to report. There may be preparation of the grounds for the upcoming March elections. Gunsolus will contact a local resident to help clearing the snow from the top entrance before the March 3<sup>rd</sup> election.

**Fire Department Liaison:** Johnson had met with the officers and discussed the issues brought up under the fire department report.

**Road Report:** Johnson reported he had the county out on the roads a couple of times.

**Clerk's Report:** Local Board of Appeal and Equalization will be on April 8<sup>th</sup>, 2020 from 6-7 pm.

### Old Business

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

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

**New Business**

**2020 Annual Meeting Agenda:** The Board looked over the agenda and approved it. There was a motion by Johnson that the agenda be approved and seconded by Gunsolus. This motion was carried unanimously.

**2021 Levy Amounts:** Proposed levy amounts: There was a motion by Johnson to present at the annual meeting the proposed levy amounts of General fund \$23,000, Fire fund \$31,000, Roads & Bridges fund \$30,000, Building fund \$500, Cemetery fund \$2,000, and Impress fund \$50 for a total for \$86,550 seconded by Gunsolus. This motion carried unanimously.

**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 and cash control statement are attached and the other reports are in the Clerk's book.

Beginning Balance -01/01/2020-\$104,606.40

Total Receipts - \$560.85

Total Disbursements - \$9,655.45

Outstanding Checks - \$675.34

Total per Bank Statement -01/31/2020 - \$95,511.80

February claims 2695-2700 totaled \$3,430.80 were presented for approval.

February payroll checks 3309-3312 totaled \$607.58

There was a motion by Johnson to pay the February claims as presented and accepted the January cash control statement and seconded by Gunsolus. This motion carried unanimously.

**Petitions from the Floor:** There were no petitions.

**Board Meeting Dates:** There was a motion by Johnson to change the March 17<sup>th</sup> meeting to Wednesday March 25<sup>th</sup> with the reorganization meeting beginning at 6:00 PM followed by the Board meeting at 6:30 PM and seconded by Courge. This motion carried unanimously.

**Newsletter:** The Board review the draft newsletter presented by Hanson. It will be printed and sent out through UDAC at the beginning of March.

Checks were signed.

Correspondence was read.

There was a motion by Johnson to adjourn the meeting at 7:13 p.m. and seconded by Gunsolus. This motion carried unanimously.

Respectfully submitted,

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Ellen Hanson, Clerk

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Daniel Johnson, Chair

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Town of Normanna

Cash Control Statement

2/17/2020

For the Period: 1/1/2020 To 1/31/2020

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$29,720.59	\$167.86	\$4,775.95	\$25,112.50	\$0.00	\$675.34	\$25,787.84
Road and Bridge	\$29,786.31	\$196.47	\$0.00	\$29,982.78	\$0.00	\$0.00	\$29,982.78
Building	\$6,269.50	\$0.00	\$0.00	\$6,269.50	\$0.00	\$0.00	\$6,269.50
Cemetery	\$765.60	\$6.58	\$0.00	\$772.18	\$0.00	\$0.00	\$772.18
Fire Department	\$37,745.10	\$189.94	\$4,879.50	\$33,055.54	\$0.00	\$0.00	\$33,055.54
Impress Fund	\$319.30	\$0.00	\$0.00	\$319.30	\$0.00	\$0.00	\$319.30
<b>Total</b>	<b>\$104,606.40</b>	<b>\$560.85</b>	<b>\$9,655.45</b>	<b>\$95,511.80</b>	<b>\$0.00</b>	<b>\$675.34</b>	<b>\$96,187.14</b>

	<i>[Signature]</i>
_____	2/19/20
Daniel R Johnson	Date
	<i>[Signature]</i>
_____	2/19/20
Dennis Gunsolus	Date
	<i>[Signature]</i>
_____	2/19/20
Tammy J Courge	Date

Town of Normanna

Claims List for Approval

2/19/2020

Date Range : 2/1/2020 To 2/29/2020


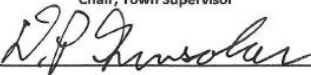
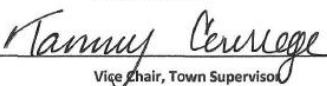
<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/19/2020	Minnesota Power	2020:January Electric	2695	\$118.60	100-41940-381-	General Government Buildings and Plant	\$45.25
					225-42280-381-	Fire Stations and Buildings	\$73.35
02/19/2020	Kurt Rogers	Inv. dated 01/27/2020:Snowplowing 12 times @ \$50 (Nov. 19-Jan.27, 20) & Bobcat work \$350	2696	\$950.00			
					201-43125-401-	Ice and Snow Removal	\$950.00
02/19/2020	Dell Marketing L.P.	Inv.10369231424:Dell Latitude 3500 + software	2697	\$1,431.57			
					100-41425-240-	Clerk	\$1,431.57
02/19/2020	DVS Renewal	Vehicle registration renewal for fire vehicle Plate 906567 02 Ford VIN 1FDSE35F02HA21732	2698	\$19.25			
					225-42220-224-	Fire Fighting	\$19.25
02/19/2020	Alex Air Apparatus, Inc.	Inv.2373:Annual Compressor Air Quality Test	2699	\$774.75			
					225-42220-221-	Fire Fighting	\$774.75
02/19/2020	Minneapolis Oxygen Company	Inv.20137668:3 Medical Oxygen cylinders & testing; O rings for valves	2700	\$136.63			
					225-42220-215-	Fire Fighting	\$136.63
<b>Total For Selected Claims</b>				<b>\$3,430.80</b>			<b>\$3,430.80</b>

Town of Normanna

Claims List for Approval

2/19/2020

Date Range: 2/1/2020 To 2/29/2020

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
						2/19/20	
Daniel R Johnson		Chair, Town Supervisor				Date	
						2/19/20	
Dennis Gunsolus		Town Supervisor				Date	
						2/19/20	
Tammy J Courrege		Vice Chair, Town Supervisor				Date	