

Minutes of the Reorganization meeting of the Town of Normanna, Minnesota, St. Louis County, held in the Normanna Town Hall, on Monday, March 21st, 2011 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 Elect Dennis Gunsolus, and Clerk-Treasurer Ellen Hanson.

Oath of Office: Clerk Ellen Hanson, administered the oath of office to Dennis Gunsolus, 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, seconded by Johnson, and carried appointed Johnson as Chair. Motion by Johnson, seconded by Gunsolus, and carried appointed Brown as Vice Chair. Hanson appointed Paul Hanson as the Deputy Clerk.

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

Designation of Official Newspaper: Motion by Johnson, seconded by Gunsolus, and carried continued the Budgeteer as the official newspaper for publishing legal notices.

Set Compensation of Town Officers and Employees: Motion by Johnson, seconded by Gunsolus, and carried set the supervisors meeting wages at \$45; chair \$55. Motion by Johnson, seconded by Gunsolus, and carried to set the Clerk's salary at \$375, and \$70 per meeting. Motion by Johnson, seconded by Gunsolus, and carried set the Deputy clerk's meeting rate at \$45 per meeting. Motion by Johnson, seconded by Gunsolus, and carried set the election judges rate at \$10.00 per hour for the next year.

Designation of Supervisors Positions: Motion by Johnson, seconded by Gunsolus, and carried appointed Gunsolus as Land Use Supervisor. Motion by Johnson, seconded by Gunsolus, and carried appointed Johnson as Road and Bridge Supervisor. Motion by Johnson, seconded by Gunsolus, and carried appointed Johnson as Buildings and Grounds Supervisor. Motion by Johnson, seconded by Gunsolus, and carried appointed Johnson as Fire Department liaison.

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

Designation of Banking and Depository: Motion by Johnson, seconded by Gunsolus, and carried continued banking at North Shore Bank of Commerce. Motion by Johnson, seconded by Gunsolus, and carried kept the safety deposit box at Wells Fargo Bank...

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

Review and Amend Board Policies: Motion by Johnson, seconded by Gunsolus, and carried approved \$45 per meeting for town officers attendance on township related business and approved the current federal rate for mileage. Motion by Johnson, seconded by Gunsolus, and carried kept the current mileage reimbursement policy. The Purchasing/Credit Card Policy was recently adopted and therefore no need to make adjustments at this time. Motion by Johnson, seconded by Gunsolus, and carried designated St. Louis County as the snowplowing contractor for the 2010/2011 season.

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 and Resolution Book: The Board identified the location of the Resolution Book which is in the town hall.

Confirm the Town Financial Reporting Form has been completed and returned to the State Auditor's Office: Hanson provided an email with attachment that confirmed the form had been completed and sent on February 28nd, 2011.

Training Opportunities: Known training opportunities were review for 2011.

Motion by Johnson, seconded by Gunsolus, and carried adjourned the meeting at 6:41 p.m.

Respectfully submitted,

Ellen Hanson, Clerk

Daniel Johnson, Chair