

SUPERVISORS MEETING MINUTES

Date and Time of Meeting: January 8, 2019, 6:30 p.m.		
Present: Tim Holzkamm, Barb Christiansen, Lynn Lindow; Supervisors, Donna Waliczek; Treasurer, Carol Peterson; Clerk Absent: Visitors: Dan Bergstrom		
Agenda Item	Discussion Points/Notes	Actions/Follow-up Needed
Pledge of Allegiance Visitor Sign in		
REORGANIZATION MEETING Consent agenda: <ul style="list-style-type: none"> • December 11, 2018 minutes • Treasurers Report • Approval of Claims List 	<ul style="list-style-type: none"> • CTAS claims report 	<ul style="list-style-type: none"> • See separate Minutes • Motion by Lynn to accept the Consent Agenda. Second by Tim Motion carried unanimously
<ul style="list-style-type: none"> • Public Comment 	<ul style="list-style-type: none"> • None 	
<ul style="list-style-type: none"> • Clerk's Report 	<ul style="list-style-type: none"> • Received MATIT Insurance Endorsement page premium refund of \$75.00 • MATIT Workmen's Compensation Wage Audit sent in. • Working on tax reports and 1099's for contractors 	
Board Member Reports <ul style="list-style-type: none"> • Town Hall • Trash/Recycle • Roads 	<ul style="list-style-type: none"> • Tim will put out mouse bait • Nothing to report • Roads are being plowed in a timely fashion. 	

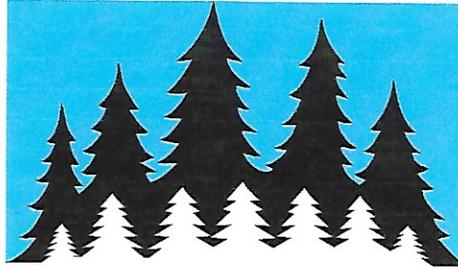
<ul style="list-style-type: none"> • Planning Commission • Weed Report • Website 	<p>Horseshoe Road – not brushed yet</p> <ul style="list-style-type: none"> • Nothing to report • updated 	
Old Business	<ul style="list-style-type: none"> • .None 	
New Business	<ul style="list-style-type: none"> • 2019 Fire Contract Tim and Lynn reviewed contract and meeting highlights 	<ul style="list-style-type: none"> • 2019 contract on file in Contract Book
Adjourn		Motion by Barb to adjourn. Second by Tim and motion carried unanimously.


Tim Holzkamm date 2/19/19

Barb Christiansen date 2/19/19

Lynn Lindow date 2/19/19

Carol Peterson-Clerk date



**Forest Township
37121 Red Top Road,
Ponsford, MN 56575**

**FOREST TOWNSHIP RE-ORGANIZATIONAL MEETING
January 8, 2019**

- A. Swearing in new and re-elected officers
Carol was sworn in by Auditor on 1/3/2019. Barb sworn in.
- B. Select Township Board Chairperson
Lynn nominated Tim, second by Barb, nomination closed. Nomination carried.
- C. Post Schedule of Meetings
Meeting dates were set. Will be posted at Town Hall and Website by clerk. Copy attached.
- D. Designate Official Newspaper – Park Rapids Enterprise.
- E. Set Compensation for town officers and employees;
\$50.00 for meetings lasting up to 4hrs.
\$100.00 for meetings lasting more than 4hrs.
Hourly Compensation for all township officials and contracted services - \$20.00/hr
Clerk and Treasures annual salary - \$1,000.00 and \$20.00/hr for extra required meetings
Consecutively scheduled meetings for differing responsibilities are charged as separated meetings.
- F. Designate duties for each Officer
Town Hall – Tim
Garbage- Tim
Roads- Barb
Zoning-Lynn
Website-Lynn
Weeds-Lynn
- G. Designate Bank as depository – Citizens National Bank; Park Rapids, MN.
- H. Consider Conflict of Interest issues – Policy Reviewed and no conflicts noted by Supervisors

Date Range : 1/8/2018 To 1/8/2019

<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>
01/08/2019	MAT	Township Membership dues` state-\$297.52/loca\$118.40l	2543	\$415.92	100-41980-433-	County and township dues	\$415.92
01/08/2019	White Earth Sanitation	Nov. 2018	2544	\$411.48	100-43230-384-	Waste (Refuse) Collection	\$411.48
01/08/2019	PERA	2018 salary/employer deductions	2545	\$684.00	100-41115-120- 100-41115-173-	Supervisors Supervisors	\$342.00 \$342.00
01/08/2019	United States Treasury	2018 Medicare wage	2546	\$198.36	100-41115-171-	Supervisors	\$198.36
01/08/2019	Itasca Mantrap Co-op Elec. Assoc	electricity	2547	\$199.00	100-41940-381-	General Government Buildings and Plant	\$199.00
01/08/2019	Carsonville Vol Fie & Rescue	2019 Fire and First Responder Contract	2548	\$14,319.00	225-42210-305-	Fire Administration	\$14,319.00

1/8/19 Dan Bergstrom
Total For Selected Claims

2549

\$1200.00
\$16,227.76
1
17,427.76

\$14,319.00
to 12000.00
\$16,227.76
17427.76

Date Range : 1/8/2018 To 1/8/2019

<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>
						1/8/19	
	Barb Christiansen	Town Supervisor				Date	
						1/8/19	
	Lynn Lindow	Vice Chair, Town Supervisor				Date	
						1/8/19	
	tim Holzkamm	Chair, Town Supervisor				Date	