

COTTON TOWN BOARD MEETING

April 8, 2010

The meeting was called to order at approximately 4:00 p.m. in the township office, followed by the Pledge of Allegiance. Board members present were Supervisor Ken Meinke, Supervisor Jamie Bowden, Supervisor Tim Randall, Treasurer Debbie Leppala, and Clerk Sandi Nelson. Residents and guests present were Jean Magney and Bob Rodda.

Reorganization was conducted. Oaths of Office have been taken by the newly elected, re-elected and the appointed board members. Jamie Bowden motioned, supported by Tim Randall that in keeping with past practices of rotating the position of board chair, that Ken Meinke be chair of the Town Board for the next year as it is the last year of his term. Jamie Bowden aye. Tim Randall aye. Ken Meinke abstain. MOTION CARRIED. Ken Meinke motioned, supported by Tim Randall that in keeping with past practices, Jamie Bowden be vice-chair of the Town Board for the next year. Ken Meinke aye. Tim Randall aye. Jamie Bowden abstain. MOTION CARRIED. Jamie Bowden motioned, supported by Tim Randall that the designated depositories and investments for Cotton Township be kept at American Bank of the North located at 8401 Unity Drive, PO Box 415, Mountain Iron, MN 55768 and Northern State Bank of Virginia located at 600 Chestnut Street, Virginia, MN 55792. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

Jamie Bowden motioned, supported by Tim Randall to approve Government Funds Banking resolution #10-67 with American Bank of the North. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

Jamie Bowden motioned, supported by Tim Randall to approve Government Funds Banking resolution #10-68 with Northern State Bank of Virginia. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

I, Sandra S. Nelson certify that I am the Clerk, and I, Debbie Leppala, certify that I am the Treasurer of the above named Entity, organized under the laws of the State of Minnesota, Federal ID# 41-1358938 and that the following is a correct copy of the resolution adopted and signed at the meeting of the Town Board of the Town of Cotton held on the 8th day of April, 2010.

BE IT RESOLVED THAT,

- 1) The Financial Institution named above is designated as the depository for the funds of the Town of Cotton, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies bearing the appropriate number of signatures.
- 2) This resolution shall continue to have effect until express written notice of rescission or modification has been received and recorded by the Financial Institution.
- 3) All transactions with respect to any deposits, withdrawals and borrowings by or on behalf of this Entity with this Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- 4) The agents listed herein are authorized and empowered to act for and on behalf of the Entity to carry out and perform transactions under the terms and conditions of this resolution. The named agents are authorized and empowered to execute such other agreements and to perform such other acts as they deem reasonably necessary to carry out the provisions of this resolution. The other agreements and other acts may not be contrary to the provisions contained in this resolution.
- 5) The Financial Institution is directed to accept and pay without further inquiry any item, bearing the following appropriate number of signatures, drawn against and of the named accounts of the Entity with the Financial Institution.
- 6) Agents are expressly authorized to endorse all checks, drafts, notes, and other items payable to or owned by the Entity for deposit with the Financial Institution, or for collection or

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discount by the Financial Institution; and to accept drafts and other items payable at the Financial Institution.

- 7) The Financial Institution agrees to follow Minnesota State Statutes 118A.02, 118A.03, 118A.04, 118A.05, with regard to investments allowable for any township, with a copy of statutes on file with Financial Institution and the Entity.

If indicated, any person listed herein (subject to any expressed restrictions) is authorized to:

- A. Debbie Leppala, Treasurer _____
- B. Sandra S. Nelson, Clerk _____
- C. Kenneth Meinke, Supervisor _____
- D. Jamie Bowden , Supervisor _____
- E. Timothy Randall, Supervisor _____

_____ (1) Exercise all of the powers listed in (2) through (7).

A,B,C,D,E (2) Open any deposit or checking account in the name of the Entity.

A,B,C,D,E (3) Endorse checks and orders for the payment of money. Number of authorized signatures for this purpose – 3.

A,B,C,D,E (4) Purchase and surrender of funds in a certificate of deposit. Number of authorized signatures for this purpose – 2.

A,B,C,D,E (5) Transfer funds on deposit within the accounts with this Financial Institution. Number of authorized signatures for this purpose – 1.

A,B,C,D,E (6) Borrow money on behalf and in the name of the Entity, sign, execute and deliver promissory notes or other evidence of indebtedness. Number of authorized signatures for this purpose – 3.

A,B,C,D,E (7) Enter into written lease for the purpose of renting and maintaining a safe deposit box in this Financial Institution. Number of authorized signatures for this purpose – 1.

I, FURTHER CERTIFY, that the persons named above occupy the positions set forth opposite their respective names and signatures; that the foregoing resolution now stand of record on the books of the Entity; that they are in full force and effects and have not been modified in any manner whatsoever.

All bank papers and government funds banking resolutions were duly approved and signed and are on file in the resolution book in the township office. When published notice is required, the designated papers are Mesabi Daily News in Virginia, MN and Cotton Chronicle. Meeting posting places are: the township bulletin board outside the Community Center, the Wilbert Café, and Cotton SuperAmerica. The Cotton Volunteer Fire Department 2010 contract has been signed. The MN Assoc. of Townships Officers List has been signed and returned. Ken Meinke will serve on the Cotton Planning Review Board. Will have volunteer forms signed by the cemetery board. Jamie Bowden reviewed the AWAIR plan. Tim Randall motioned, supported by

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Ken Meinke to approve and sign the updated AWAIR plan. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED. AWAIR plan on file in the township office. A meeting schedule was presented. Wage and Expenses Schedule was presented. Ginger Kinsley was appointed as deputy clerk and Linda Tuhkanen was appointed as deputy treasurer. Committees and boards served on by the Town Board members: Ken Meinke - road supervisor, Cotton Planning Review Board, investment committee; Tim Randall - Cotton VFD Fire Fighters Relief Assoc., investment committee; Jamie Bowden - building supervisor, AWAIR supervisor, investment committee, Chronicle, website; Debbie Leppala - investment committee, Parks & Rec, Chronicle, website; Sandi Nelson - Cotton VFD Fire Fighters Relief Assoc., Chronicle, Parks & Rec, investment committee, website, St. Louis Cty. Assoc. of Township Officers president.

Ken Meinke motioned, supported by Tim Randall to accept the March 11th meeting minutes as mailed. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED. Jamie Bowden informed the Board that she put the March minutes on the website as unapproved minutes and will now go on and put them as approved.

The treasurer presented the cash control statement.

GENERAL FUND: receipts \$371.85; disbursements \$6,125.76; total \$13,015.03
NON-LEVY REVENUE: receipts \$29,626.58; disbursements \$25,000.00; total \$86,526.73
ROAD & BRIDGE FUND: receipts \$0; disbursements \$0; total \$13,186.70
CHRONICLE FUND receipts \$918.00; disbursements \$1,555.18; total \$7,979.93
CEMETERY\OLD FUND: receipts \$0; disbursements \$0; total \$7,602.53
CEMETERY\NEW FUND: receipts \$0; disbursements \$0; total \$11,417.23
PARKS & REC FUND: receipts \$0; disbursements \$267.42; total \$6,601.82
FIRE FUND: receipts \$11,293.00; disbursements \$0; total \$18,974.82
FIRE TRUCK FUND: receipts \$26.02; disbursements \$0; total \$8,159.12
CAPITAL PROJECTS FUND: receipts \$50.00; disbursements \$0; total \$13,883.03
TOTAL RECEIPTS: \$42,285.45
TOTAL DISBURSEMENTS: \$32,948.36
BALANCE ON HAND: 3/31/10 \$187,346.94

INVESTMENTS: CERTIFICATE OF DEPOSIT:

NON-LEVY REVENUE FUND: CD current value \$25,000.00

Jean Magney had questions on the Non-Levy Revenue Fund regarding its balance and use and the Board answered her questions. Jamie Bowden motioned, supported by Tim Randall to accept the Treasurer's Report as read. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

The Treasurer presented the claims list. Jamie Bowden motioned, supported by Tim Randall to approve and sign the claims list for claim #14526 through #14561 and debit #410-1 claims totaling \$22,738.15 and approve debit #410-2 to pay the Bills For Payment. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

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Jean Magney discussed the letter and map sent to the Board and Jason Meyer, St. Louis Cty. Land Dept., regarding the S. Strand Lake Road survey. Jean found this map on file at the St. Louis Cty. Pike Lake Public Works office. Jason Meyer did call the township office and inform the Board to wait and not hire a surveyor. Meyer will try to use the map that Jean Magney sent for the survey map needed for the county easement. Tim Randall was informed of the agreement with St. Louis Cty. Land Dept. when the road improvement permit was issued for work on S. Strand Lake Road. The Board thanked Jean Magney for the work she did on finding the road map of S. Strand Lake Road as this will probably save the township money.

Bob Rodda, grader operator, discussed the township roads. Meinke told Rodda to hold off of grading Rose Lake Drive right now.

Correspondence was reviewed. Ken Meinke motioned, supported by Jamie Bowden to accept the correspondence. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

OLD BUSINESS

Well: Larry Peterson, MN Dept. of Health (MDH), came in to test the water in the community center and asked about the water lines going over to the RV building and if the building is closed. Larry Peterson informed clerk that if lines were moved or replaced a plumbing plan review would have to be filed with the Dept. of Labor and Industry with a fee of \$150. The application must be done by a master plumber. Tim Randall agreed to meet with Petersen Well Drilling. Debbie Leppala will contact Petersen Well Drilling and set-up a time to come to Cotton.

Monitoring wells: Received an email from Rick Crum, Northeast Technical Services (NTS), regarding the well abandonment. Costs for MN Dept. of Health (MDH) fees and sealing materials will be about \$400. NTS will eat the labor and equipment costs. To do this however they will need some flexibility in the schedule to get it done, but it should be within the month of May. Jamie Bowden motioned, supported by Tim Randall that as soon as the monitoring wells are out that we contact the realtor and put the property on the market. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED. Clerk will contact Don Underhill.

CONTINUUM

Community Center: Wireless Router: Ken Meinke motioned, supported by Jamie Bowden to purchase a wireless router for the community center. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED. Debbie Leppala presented an estimate on making some changes to the gardens around the center. Jamie Bowden motioned, supported by Tim Randall to go ahead with the plan for redoing the gardens and landscaping. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

Roads: The Road Review scheduled for April 24, 2010 at 8:00 a.m.

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Park: Norman Peterson has been pulling up old gardens in the park. Ken Meinke motioned, supported by Jamie Bowden to bring in a load of dirt for the park. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

Meetings: Annual Town Meeting – Will Deyo, Ken Meinke, Jamie Bowden, Debbie Leppala, and Sandi Nelson. St. Louis Cty. Township Officers Lobby Day – Sandi Nelson; St. Louis Cty. Township Officers Meeting – Ken Meinke, Tim Randall, Debbie Leppala and Sandi Nelson. Reminded the Board that all township officers are encouraged to attend the National Association of Township Annual Conference in Washington DC in 2011.

NEW BUSINESS

Ken Meinke motioned, supported by Jamie Bowden to approve and sign the contract with Tracy Excavating. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED. Rodda informed the Board that there is a tree down on Kauppi Lake Road.

Jamie Bowden motioned, supported by Tim Randall to grant and sign the renewal 2010-2011 Combination On-Sale/Off-Sale and Sunday On-Sale Intoxicating Liquor License for Wilbert, Inc. d/b/a Wilbert Café & El Toro Lounge. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

The Board was given information on the legal seminar and the planning video workshop.

As there was no further business, Tim Randall motioned, supported by Jamie Bowden that the meeting be adjourned at 6:13 p.m. Ken Meinke aye. Jamie Bowden aye. Tim Randall aye. ALL IN FAVOR. MOTION CARRIED.

Respectfully submitted,

Town Clerk

Approved:

Town Chair

Date