

The January Regular Board Meeting minutes were approved on February 12, 2020.

MARCELL TOWNSHIP
REGULAR BOARD MEETING
JANUARY 8, 2020, at 6:00 PM
MARCELL TOWN HALL

Meeting was called to order at 6:02 PM by Diane Coppens.

The Pledge of Allegiance was recited.

Present – Chair-Diane Coppens, Supervisor- Sandy Lyytinen, Supervisor- Karen Senger, Deputy Treasurer- Bonnie Korte, and Clerk-Tracy Chase

Others in Attendance- John Nathe, Domanick David, Tim Hagen, and Ronette Shearen

Business Loan Committee- John Nathe, Marcell Township Business Loan Committee (BLC) Chair, came before the board with a recommendation from the Business Loan Committee to approve a business loan for the Edge of the Wilderness Discovery Center. He updated the Board of Richard Coppens resignation, effective January 7, 2020. John also discussed the idea of having a Citizenship/Leadership Award for individuals who have served the Township. Dick represented the Township, wearing several hats during his tenure, for over thirty years. The Board was interested in John's concept and will look at this possibility. When John was through, the Board discussed the Business Loan Committee's recommendation and Karen Senger made a Motion to approve the Business Loan Committee's recommendation to approve the Edge of the Wilderness Discovery Center's loan request for \$80,000.00, APR 4%, automatic monthly deduction. Sandy seconded the motion. MCU- 3-0.

December 11, 2019-Regular Board Minutes – Motion to accept the December 11, 2019, minutes was made by Karen Senger and Sandy Lyytinen seconded the motion. MCU- 3-0.

Treasurer's Report – December 31, 2019, reconciled bank balance was \$747,600.28 with \$4,061.26 outstanding. Bonnie gave a breakdown of the accounts.

Approve & Pay Bills – Motion by Diane Coppens to approve and pay bills with check numbers 8411 to 8430 and Business 1 Account check numbers 1044 to 1051. Sandy Lyytinen seconded the motion. MCU- 3-0. Payroll- \$1,565.81 and Claims- \$16,175.61.

Road Report- Tim Hagen gave the road report. Due to the snowy December weather, T & T snowplowed five times. Sanding occurred on Jack the Horse Road and the Matt Zimmer Road. Some cleaning of intersections has taken place in January.

Park Report- Domanick gave a report on the park. The new snowblower is working well. However, due to the large amount of snow, Domanick used his Bobcat on one occasion to remove snow from the rink. He also has removed the skis to allow closer contact with the ice. The ice rink is seeing a lot of foot traffic. Domanick is doing a great job with making good ice and keeping the rink open for people to use. The matching locks for the outdoor restrooms are in.

Hall Report- The cupboards need a paint touchup. Karen will do this.

Cemetery Report- Ronette had a few updates to give to the board. There is an issue with plot placement in the new section. Ronette spoke with Carl Williams, Carroll Funeral Home, regarding answers for the cemetery books. However, due to HIPPA rules, some things Carl cannot answer. When this is the case, these questions will remain unanswered.

Old Business –

January Budget Worksheet- After much discussion, it was decided, at this time, to increase levy amounts for Road & Bridge, Fire, and Cemetery. This will be discussed again at the February meeting.

Business Loan Application Update- Motion by Karen Senger and seconded by Sandy Lyytinen to approve the new wording in the Business Loan Application, Program Administration, Application Process, dated January 8, 2020. MCU- 3-0.

New Business –

County Commissioner Jail Outreach Meeting- Brief discussion on the County Outreach Meeting. Tracy is putting the information in the WATTS News. Pastries and coffee will be provided.

Business Loan Costs- Because of the extra meeting John Nathe and Tim Meininger had, an additional \$15.00 per person will be given.

Division of Duties- Diane Coppens will continue being the Town Board Chair, as well as being a representative on the Itasca County Township Board. She will also be a liaison for the cemetery and park. Sandy Lyytinen will continue to represent the township as the weed inspector and fire representative. She will also be the road and bridge liaison. Karen Senger will be the liaison for the hall, as well as the representative for the Northern Itasca Joint Powers Board, Highway 38 Leadership Board, and the ex-officio on the Business Loan Committee.

Schedule of Town Board Meetings- The board meetings will take place the 2nd Wednesday of the month except for November when it will occur on the 2nd Tuesday of the month due to the Veteran's Holiday. The time will continue to be at 6:00 PM.

Official Newspaper- The official newspaper the board will bring before the Annual Meeting is the Grand Rapids Herald Review.

W-4 Update- Updates regarding the W-4 were handled.

Compensation for Town Officers & Employees- Motion by Karen Senger and seconded by Diane Coppens to increase wages for the Cemetery Sexton, Hall Custodial Maintenance, and the Park/Hall Maintenance to \$20.00 per hour. MCU- 3-0. The board compensation was tabled until the Itasca County Township Salary Survey can be reviewed.

Designation of Posting Places- The present sites of posting- Hall, Frontier Sport, Lakeside Lumber, Snowshoe Liquor, Hayslips, and Little Turtle Lake Store were agreed on. These sites will be brought to the Annual Meeting.

Order of Signs- Tracy will order a sign for Bay Shore Drive.

Office Space- Motion by Sandy Lyytinen and seconded by Karen Senger to offer a rental space for \$50.00 per month to AEOA's Adult Education Manager. The contract will be re-evaluated after one-year. AEOA will provide insurance coverage.

Conflict of Interest- The board completed conflict of interest papers.

PERA Report/ WC Report- The PERA and Workmen's Compensation reports are completed and filed.

Committee Reports – No meetings to report on.

Motion to adjourn at 8:41 PM was made by Diane Coppens and Sandy Lyytinen seconded the motion. MCU- 3-0.

Chairperson

Date

Clerk

Date