

Town of Gnesen

CERTIFICATION/REORGANIZATIONAL MEETING-March 28, 2022 AT 7:00 P.M.

Chair, Jon Nelson opened the meeting at 7:00 p.m.

Clerk Lottie Haller, swore in Gary Juten as Town Board Supervisor for a three-year term ending in 2025 on March 16th. At that time Gary took the Oath of Office and signed the Oath of Office Certificate and received his Certificate of Election. Gary has turned in his signed Financial Disclosure Sheets stating that zero dollars were spent on his campaign (other than the \$2.00 filing fee). We will contact Dave Opack to see if he has any records he has to turn over to Gary.

A motion was made by Gary Juten and second by Ed Franckowiak, Board approved to select Jon Nelson as Town Board Chair and Ed Franckowiak as Town Board Vice Chair.

Resolution #22-11-The schedule of Regular Town Board Meetings was adopted with the date for them being the second and fourth Monday of each month, except when that Monday falls on a Holiday, which there are none this year. There will be a copy posted on the bulletin board at the Community Center. Motion by Jon Nelson, second by Gary Juten and Board approved to accept the schedule-copy attached.

We designated Supervisors/employees to fill duties/positions created by the Town Board:
Road Supervisor-Gary Juten (Jody Cooke, grader operator will also work with Gary).
Community Center-Ed Franckowiak. (Lottie Haller, Clerk, will work with Ed and Sarah Blix-GCC Manager will work with Ed and Jody Cooke-janitor will work with Ed). Planning & Zoning Supervisor-Gary Juten (Nathan Horyza, Zoning Officer will work with Gary and Ed or Jon will be a backup if Gary is unable to attend a meeting.) Fire Hall Supervisor-Ed Franckowiak. Town Hall-Jon Nelson. (Jody Cooke-janitor will also work with Jon.)

Motion by Jon Nelson, second by Ed Franckowiak, Board approved to accept the designated positions and to compensate these positions at the regular pay rates for meetings or hourly labor pay rates set by the Town Board for each Supervisor/employee.

Resolution #22-06 and Resolution #22-07 Authorizing Contract with interested Officer, Jon signed these forms. We considered potential conflicts of interest issues and had Ed Franckowiak and Gary Juten sign the Conflict forms if they do any work for Town of Gnesen. We have the forms that our lawyer drew up on this matter, where he advised us to sign them now and if anyone does any work, other than their regular duties, they will have these forms submitted to avoid conflicts of interest. We will also have Gary Juten sign the Affidavit of Official interested in Claim forms if we hire Cedar Drive Excavating to do any work for the Township and Gary will abstain from voting on the claim. (This issue is discussed in the Minnesota Association of Townships Document Number C6000 with the requirements the Town Board must follow if there is a conflict of interest.)

Set compensation for town offices and employees-Resolution #22-08 with a motion by Chair Nelson, second by Supervisor Juten, all in favor. The Board approved a 3% cost of living raise for the year 2023 for hourly wages. Town Board Meeting rates will stay the same as last year.

At the Annual Meeting held on March 8, 2022 we designated the Duluth News Tribune as our Official newspaper. Resolution #22-10 designated the Community Center, Island Lake Inn, and Gnesen Convenience Store as the posting places for Town Notices. It was decided to remove Sportsmen's Inn from the designated posting places. We designated Wells Fargo as the bank for Town Depository. Motion by Supervisor Franckowiak and second by Supervisor Juten all in favor to accept these designations.

We did not amend any Board policies because nothing has changed in the policies. We will pay the Moderator the same pay as Town Supervisors are paid for meetings.

We set a date for an AWAIR Safety Meeting for April 25, 2022 at 7:00 p.m. and we will post this meeting at the regular posting places.

Clerk told the Supervisors where reference materials and records are kept (in the office on the book shelf by the window). We did not review the Town Ordinance as the Planning Commission is working on needed corrections to our Zoning Ordinance and once they have that completed, a Public Hearing will be held. The Board was told where the Resolution Book is located, also.

Clerk will remind the Supervisors of the upcoming Officer’s Short Course at the Board Meetings before they are happening or by email when she receives the information.

Towns with Planning & Zoning must confirm compliance with the 60-day rule compliance and preparation of the state report fee. We comply with the 60-day rule and but did not send in the state report fee because we did not collect from all construction and development-related fees over \$5,000.00.

Confirm the Town’s Financial Reporting form has been completed and returned to the State Auditor’s Office-Mary Bjorklund, Treasurer has sent it in.

Form for MAT with a list of the officers that MAT uses to mail everyone the Township Insider Magazine. Dave Opack’s name was removed and Gary Juten’s name was added.

Clerk reminded everyone of the upcoming Board of Appeals Meeting on April 19, 2022 at 10:00 a.m.

W-4 forms-Clerk Haller will check with Mary to see if everyone had signed the forms or if we need to sign new ones each year.

Chair Nelson made a motion to adjourn, seconded by Supervisor Franckowiak. No objections. Meeting adjourned at 7:45 p.m.

Members present: Ed Franckowiak, Lottie Haller, Sarah Blix, Gary Juten and Jon Nelson.

Jon Nelson, Town Board Chair

Date

Attest: _____
Lottie L. Haller, Clerk

Date

Minutes taken by Lottie Haller, Clerk