



TROUT LAKE TOWNSHIP

24951 County Road 10, Bovey, MN 55709
Office: 218-245-1100; Email: troutlake@paulbunyan.net

Visit us at: www.troutlaketwp.com

June 16, 2023
Regular Monthly Board Meeting
Trout Lake Community Center

ATTENDANCE

Board and Staff: Chair Supervisor Mike Partlow, Vice-Chair Supervisor Dwight Kessler, Supervisor Pam Perry, Treasurer Christine Partlow, and Clerk Gwen Rutherford (via zoom)

Resident(s): N/A

Non-Resident(s): NA

Absent: NA

CALL TO ORDER

Chair Supervisor Partlow called the meeting to order at 6:00 p.m. with the flag pledge.

AGENDA

Motion was made by Partlow, seconded by Kessler, to approve the agenda; motion carried.

MINUTES – REGULAR

Motion was made by Kessler, seconded by Partlow, to approve the May 18, 2023 regular board minutes; motion carried, Perry abstained.

CLAIMS

Clerk Rutherford read the claims as follows:

DATE	VENDOR NAME	DESCRIPTION	CHECK#	TOTAL
6/16/2023	AMAZON CAPITAL SERVICES	ACCT #A1YQMXIK2OTZAA	14027	\$7.99
6/16/2023	BRADEN BOTHMA	PAYROLL PERIOD ENDING 06/16/2023	14019	\$94.50
6/16/2023	CHRISTINE PARTLOW	PAYROLL PERIOD ENDING 06/16/2023	14023	\$800.00
6/16/2023	COPPER MOON PROPERTIES, LLC	SPRAY COMMUNITY CENTER FOR MOSQUITOS - 5 SPRAYS MAY - SEPTEMBER	14028	\$1,000.00
6/16/2023	DWIGHT KESSLER	PAYROLL PERIOD ENDING 06/16/2023	14020	\$500.00
6/16/2023	GWEN RUTHERFORD	PAYROLL PERIOD ENDING 06/16/2023	14026	\$940.00
6/16/2023	ITASCA COUNTY TRANSPORTATION DEPT	2022/2023 SEASON SNOWPLOWING	14029	\$13,944.00
6/16/2023	KEN KRITTA	PAYROLL PERIOD ENDING 06/16/2023	14022	\$294.00
6/16/2023	MIKE KOLLAR	PAYROLL PERIOD ENDING 06/16/2023	14021	\$1,404.00
6/16/2023	MIKE PARTLOW	PAYROLL PERIOD ENDING 06/16/2023	14024	\$605.00
6/16/2023	PAM PERRY	PAYROLL PERIOD ENDING 06/16/2023	14025	\$500.00
6/1/2023	PARK STATE BANK	CREDIT CARD PAYMENT	JE06012023	\$649.16
6/16/2023	WM J SCHWARTZ & SONS INC.	INV #43643 GRADING - MAY	14030	\$5,923.20
TOTAL				\$26,653.86

Motion was made by Kessler, seconded by Perry, to approve the claims; motion carried.

REPORTS

TREASURER'S REPORT

Treasurer Partlow reviewed the written cash statement for May 1 to May 31, 2023 as: beginning balance of \$431,409.82; receipts of \$190.41; disbursements of \$13,094.89; ending balance of \$418,505.34; less deposit in transit of \$75.00; outstanding checks of \$359.29 to match the bank statement of \$418,789.63.

Motion was made by Perry, seconded by Partlow, to follow through with two signatures on checks (as Clerk Rutherford is via ZOOM); motion carried.

Motion was made by Perry, seconded by Kessler, to approve treasurer's report; motion carried.

CLERK'S REPORT

Clerk Rutherford reported she received from Itasca County building permits; opened the Community Center on 05/31 from 6 to 8 p.m. and checked phone messages, etc. from 06/01 to 06/06; posted a quorum of supervisors for the 2023 Spring Road Tour on 05/30 @ 5 p.m.; received the Greenway Area Community Fund info and check for \$500.00 on the Grant applied for; received the MN State Demographic Center report on 2022 Population and Household Estimates; received (8) estimates from Schwartz regarding road tour repairs/updates; received the 2023 T-Ball & Squirt ball schedule, gave copies to Kollar and posted both in the shadowbox; per Kollar, there was a hole in the wall after the Braford event on 05/27/2023 so their "rental check" was deposited and put toward damage repairs; and received new MAT membership cards for each town board member.

Clerk Rutherford received the following mail: Floodwood Gas & Electric Co. Inc. pre-buy info; Lake County Power brochure/info; Greenway Joint Rec Board agenda and minutes; Paul Bunyan brochure/info; Community Foundation brochure; Itasca County Township Association agenda & minutes; and Enbridge Pipeline Safety & Emergency info; and Lake Country Power Capital Credit info for 2022 (\$227.14).

Motion was made by Kessler, seconded by Perry, to approve clerk's report; motion carried.

STAFF REPORT

No staff reports.

COMMUNITY CENTER

Motion was made by Partlow, seconded by Perry, for Clerk Rutherford to purchase a Pitching Machine for the baseball field up to \$2,000.00 with the Blandin Grant money (if the purchase amount is over \$2,000.00, Clerk Rutherford will call a special meeting); motion carried.

WEBSITE UPDATES

No Website Update report.

CONCERNS FROM THE FLOOR

No concerns from the floor.

UNFINISHED BUSINESS

MALLUM DRIVE

Supervisor Partlow will contact Schwartz to check out Mallum Drive and report back what will need to be done to bring the road up to specs before Trout Lake Township will consider adding Mallum Drive to the Trout Lake Township road list.

Per consensus of the board, Mallum Drive will be discussed in the Spring 2023; Clerk Rutherford to leave on the agenda.

TROUT LAKE COMMUNITY CENTER SIGN

Motion was made by Perry, seconded by Kessler, to contract with Copper Moon LLC. to replace the Trout Lake Community Center Sign; motion carried, Partlow abstained.

AUTHORIZE PROCUREMENT (CREDIT) CARDS AND AMOUNTS

Per consensus of the board, Clerk Rutherford was asked to add on the July agenda under Unfinished Business.

REPLACE TRUCK

Per consensus of the board, Clerk Rutherford was asked to add on the July agenda under Unfinished Business.

OFFICE/COMMUNITY CENTER FURNITURE

Per consensus of the board, Clerk Rutherford was asked to add on the July agenda under Unfinished Business.

SECURITY CAMERAS

Motion was made by Partlow, seconded by Perry, to accept the bid for the Security Cameras (6) from Paul Bunyan and have (6) camera's installed; (4) outside and (2) inside the Community Center in the amount of \$6,210.61 from ARPA funds; motion carried.

MOSQUITO SPRAY

Supervisor Partlow updated that he has sprayed the Community Center grounds twice so far.

SPRING ROAD TOUR 2023—RESULTS

Motion was made by Kessler, seconded by Perry, to approve the job quotes from Wm. J. Schwartz & Sons, Inc. for \$29,106.85 to include: Baich Rd (\$308.10), Blue Heron Hideaway (\$1,540.50), Bluebill Bay Rd (\$1,070.25), Elm Dr (\$154.05), Hardwood Rd (\$154.05), Kolp Rd (\$16,945.50), Loons Landing Trail (\$8,472.75) and West Oak Dr (462.15); motion carried.

NATIONAL NIGHT OUT MEETING — UPDATE

Per consensus of the Board, Clerk Rutherford to post Annual Picnic/National Night Out meeting for Wednesday, June 28th @ 6 p.m.

WARBA LEGION POST 432

Per consensus of the Board, "Warba Legion Post 432" to be placed on the July agenda under Unfinished Business.

NEW BUSINESS

DISHWASHER

Information only.

SUPERVISOR'S REPORTS

Supervisor Kessler reported he attended the Monthly Board Meeting on 05/18, worked at the Center on 05/24 for M. Partlow and checked phone messages et cetera at the Center from 05/15 to 05/20, and attended the Spring Road Tour on 05/30.

Supervisor Perry took a few calls from residents.

Partlow reported he attended the Spring Road Tour on 05/30, worked at the Center on 06/07; attended another zoom meeting with FEMA for reimbursement on the damaged roads from 2022 which should be completed after getting a number/code, took several calls from residents on dust control, met with Braden Bothma regarding maintenance, and helped hang the Manginen/Norgard Ball Field sign.

Motion was made by Perry, seconded by Kessler, to approve the Supervisor reports; motion carried.

ADJOURNMENT

Motion was made by Kessler, seconded by Perry, to adjourn the meeting at 6:58 p.m.; motion carried.

Submitted by: _____
Clerk Rutherford

Approved by: _____
Supervisor

Date: _____

DRAFT