

Clinton Township

Annual Reorganization Regular Board Meeting

March 19, 2024

AGENDA

TOWN OF CLINTON REGULAR BOARD MEETING

March 19, 2024

Call meeting to order –

Prior months meeting minutes –

Treasurers Report/Financial Review –

Review and pay bills –

Visitor Input-

Correspondence –

Fire Department Report –

EMS/First Responders Report –

Recreation Board Report –

Community Building Report –

Roads and Bridge Report –

Old business –

New Business –

Public Comment-

Adjourn -

TOWN OF CLINTON REORGANIZATION MEETING

March 21, 2023

The Reorganization Meeting was called to order by Chairperson Cal Warwas at 6:30 P.M. at the Clinton Community Building. Present were Supervisors Cal Warwas, Robert Butler and Supervisor Peter Ramfjord, Treasurer Elect Elaine Santi and Clerk Brian Mayry.

The clerk administered the oath of office to Cal Warwas for a three-year term as Supervisor, and Elaine Santi for a two-year term as Treasurer. All officers assumed their post on the Town Board of Clinton.

Cal Warwas moved that the most senior supervisor, Robert Butler, assume the chairpersonship of the town board. Seconded by Peter Ramfjord. Motion carried.

Supervisor's responsibilities - Cal Warwas, Peter Ramfjord and Robert Butler will be responsible for the Recreation Board. Peter Ramfjord be responsible for the Community Building. Cal Warwas shall be responsible for township roads. Robert Butler shall be responsible for IRRRB grant projects and related grants. So moved by Robert Butler. Seconded by Cal Warwas. Motion carried.

St. Louis County Association Meetings – Robert Butler moved that all town board members be authorized to attend the St. Louis County Association of Townships Officers meetings in Cotton or whichever township it is being held. All members attending to receive a meeting fee of \$75 and one person shall receive a mileage fee. Seconded by Cal Warwas, motion carried.

Mileage Rate – Robert Butler moved mileage to be paid at the current federal rate for township business. Seconded by Peter Ramfjord. Motion carried.

Supervisor's Fees – Robert Butler moved that the chairman's fee will be \$160 for regular meetings and all other supervisors to receive \$150 for regular meetings, in addition the supervisors will be paid an annual fee of \$1,200. All supervisors to be paid \$75 for attendance at other meetings or classes and missed work fees if applicable. Seconded by Peter Ramfjord. Motion carried.

Treasurer's Fees – Robert Butler moved that the Treasurer be paid \$150 for all regular meetings and \$75 for all other attended meetings or classes and missed work fees if applicable. In addition, to be paid an annual fee of \$1,200 along with \$20.00 hour for extra duties assumed such as web site maintenance and medical / fire department billing. Seconded by Peter Ramfjord. Motion carried.

Deputy Treasurer – Robert Butler moved that when a deputy treasurer is needed to write the checks at a town board meeting in place of the treasurer that the deputy treasurer be paid \$150. Seconded by Peter Ramfjord. Motion carried.

Clerk' Fees – Robert Butler moved that the Clerk be paid \$150 for all regular meetings and \$75 for all other attended meetings or classes and missed work fees if applicable. In addition, the Clerk will be paid an annual fee of \$3,200. Seconded by Peter Ramfjord. Motion Carried.

Deputy Clerk – Robert Butler moved that the deputy clerk be paid \$150 for regular meeting and \$75 for all other meetings attended in place of the clerk, and \$75 per training course attended with or without the clerk, along with mileage when traveling. Seconded by Cal Warwas. Motion carried.

Custodian's Fees – Robert Butler moved that the Maintenance/Custodial Engineer to be paid \$20.00 per hour for the performance of regular duties.

Town Hall Rental Coordinator - Robert Butler moved Town Hall Rental Coordinator be paid \$50.00 per booked and paid event. Seconded by Peter Ramfjord, Motion carried.

Fees for Hired Help – Robert Butler s moved that fees paid for township labor is set at \$16.00 per hour. Motion seconded by Peter Ramfjord. Motion carried.

Election Judges – Robert Butler moved that the election judges be paid \$16.00 per hour for elections and training. Seconded by Peter Ramfjord. Motion carried.

Liquor License – Robert Butler moved to wave the fee for On Sale and Off Sale liquor license. Seconded by Peter Ramfjord. Motion carried.

Depository – Robert Butler moved that the depository for township funds to remain at the Miners National Bank of Eveleth. Seconded by Peter Ramfjord. Motion carried.

Legal Notices – Peter Ramfjord moved that the legal notices be published in the Mesabi Daily News of Virginia. Seconded by Robert Butler. Motion carried.

Posting Places –Cal Warwas motioned the display case in the Community Building entrance be the only official Township posting site. Seconded by Robber Butler. Motion carried.

Robert Butler moved that the Fire Chief or of the Volunteer Fire Department and EMS be paid a monthly fee of \$100 for reporting to the town board. Seconded by Peter Ramfjord. Motion carried.

Robert Butler moved that when any board member misses a whole day's work to attend to township business, they be paid a \$75 meeting fee plus \$250 loss of work fee. Any board member missing a half day's work will be paid a \$75 meeting fee plus \$125 missed half day loss of work fee. The Township will reimburse associated expenses such as mileage, tuition, class fee, etc. Seconded by Cal Warwas, motion carried.

Cal Warwas motioned the regular town board meetings will be held on the third Tuesday of the month beginning at 7:00 PM at the Clinton Community Building unless changed at the previous meeting. Peter Ramfjord second, motion carried.

As there was no further business, Peter Ramfjord moved to adjourn. Seconded by Robert Butler. Motion carried.

Meeting adjourned at 6:54 P.M.

Brian Mayry, Clerk

TOWN OF CLINTON BOARD OF AUDIT MEETING

February 20, 2024

The Board of Audit was called to order by Chairman Robert Butler at 6:30 PM. Present were Chairman Cal Warwas, Supervisor Pete Ramfjord, Supervisor Bob Butler, Treasurer Elaine Santi, and Clerk Brian Mayry. There were no residents present.

The Treasurer's summary and the Clerk's summary were compared by the Supervisors and Chairman. The beginning balance, total receipts, total disbursements and ending balances were found to be the same on both summary sheets for the year ended December 31, 2023.

Beginning Balance	\$351,961.94
Total Recipes	238,139.75
Total Distributions	<u>345,357.50</u>
Ending Balance	<u><u>\$244,744.19</u></u>

Ending Balance by Account:

Miners - Checking - Reconciled Balance	\$168,421.17
CD Miners	76,322.77
CD Edward Jones	<u>0.25</u>
Total Fund Balance	<u><u>\$244,744.19</u></u>

The summary sheet balances were compared to the bank reconciliations, signed by the Supervisors, Treasurer and Clerk then placed in the Township files along with copies of the December 2023 bank statements Miners National Bank. Chairman Butler moved to adjourn the meeting. Motion seconded by Supervisor Ramfjord. Motion carried. The meeting was adjourned at 6:45 PM.

Sincerely,

Brian Mayry, Clerk

TOWN OF CLINTON REGULAR BOARD MEETING

February 20, 2024

The regular meeting of the Town of Clinton was called to order by Chairman Robert Butler at 7:00 PM with Chairman Robert Butler, Supervisor Peter Ramfjord, Cal Warwas, Treasurer Elaine Santi, Assistant Fire Chief Rick Reddick and Clerk Brian Mayry. All in attendance recited the Pledge of Allegiance.

The minutes of the last regular meeting were distributed by the Clerk. Chairman Butler motioned to wave reading the minutes and accept the minutes as distributed, second by Supervisor Ramfjord. Motion carried unanimously.

The Treasurer's Report was provided and read by Treasurer Santi. Chairman Butler motioned to accept the financial report, second by Supervisor Ramfjord and unanimously carried.

Chairman Butler motioned to pay the submitted bills and claim forms. The motion was second by Supervisor Ramfjord and prevailed unanimously.

Assistant Fire Chief Rick Reddick stated the Department responded to four fire department alarms. Two quotes for insulating the hose tower was reviewed and this project will be discussed further at a later meeting. New AFG grant applications will be submitted by March 8th for apparatus and various other equipment. Three members, Erin Theodore, Anya Mattison and Corbin Anderson have successfully completed their firefighter training and the Department is requesting that the Board officially accept them into the Fire Department. Supervisor Ramfjord motioned that Erin Theodore, Corbin Anderson and Anya Mattison be officially accepted as members of the Clinton Volunteer Fire Department. The motion was second by Chairman Butler and prevailed unanimously. A light duty policy was presented to the Board and Chairman Butler motioned to accept as a working policy. The motion was second by Supervisor Ramfjord and prevailed unanimously.

EMR Coordinator Kyle Tomczyk stated that the EMRs received eight alarms. The EMR group's refresher is nearly complete. Kyle stated that he is working on combining training options with neighboring departments McDavitt and Cherry. Grant opportunities are being sought for training and supplies.

Chairman Butler motioned that the meeting be adjourned until the next regular meeting on Marh 19, beginning at 7:00 PM with the Annual Reorganization Meeting being held prior beginning at 6:30. Supervisor Ramfjord second and the meeting adjourned at 7:50 PM.

Respectfully submitted,

Brian Mayry, Clerk

Clinton Township

Cash Control Statement

3/18/2024

For the Period : 2/1/2024 To 2/29/2024

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$493,534.93	\$39,876.18	\$2,993.02	\$530,418.09	\$201.99	\$5,671.11	\$535,887.21
Road and Bridge	(\$37,413.55)	\$5,680.32	\$0.00	(\$31,733.23)	\$0.00	\$0.00	(\$31,733.23)
Fire Department	(\$242,281.69)	\$535.00	\$4,015.29	(\$245,761.98)	\$0.00	\$4,826.12	(\$240,935.86)
Recreation Board	(\$30,378.14)	\$0.00	\$120.09	(\$30,498.23)	\$0.00	\$120.09	(\$30,378.14)
Community Building	(\$8,625.54)	\$1,400.00	\$1,189.45	(\$8,414.99)	\$0.00	\$600.00	(\$7,814.99)
EMS	(\$13,923.37)	\$0.00	\$822.26	(\$14,745.63)	\$0.00	\$569.69	(\$14,175.94)
FD Truck Fund	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00
FD Capitol Projects Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$185,912.64	\$47,491.50	\$9,140.11	\$224,264.03	\$201.99	\$11,787.01	\$235,849.05

(\$201.99 CD Interest)

Clinton Township

Statement of Receipts, Disbursements and Balances (Schedule 1)

3/18/2024

As on 2/29/2024

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	494,493.69	42,222.83	0.00	0.00	6,096.44	201.99	0.00	530,418.09	76,525.01	606,943.10
Road and Bridge	(37,413.55)	5,680.32	0.00	0.00	0.00	0.00	0.00	(31,733.23)	0.00	(31,733.23)
Recreation Board	(29,583.00)	0.00	0.00	0.00	915.23	0.00	0.00	(30,498.23)	0.00	(30,498.23)
Community Building	(7,873.03)	1,925.00	0.00	0.00	2,466.96	0.00	0.00	(8,414.99)	0.00	(8,414.99)
EMS	(13,862.48)	0.00	0.00	0.00	883.15	0.00	0.00	(14,745.63)	0.00	(14,745.63)
Fire Department	(261,094.30)	23,535.00	0.00	0.00	8,202.68	0.00	0.00	(245,761.98)	0.00	(245,761.98)
FD Truck Fund	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00	0.00	25,000.00
FD Capitol Projects Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total :	169,667.33	73,363.15	0.00	0.00	18,564.46	201.99	0.00	224,264.03	76,525.01	300,789.04