

# SLT MONTHLY AND YEARLY REORG MEETING MINUTES

March 13<sup>th</sup>, 2025

Meeting conducted with MN mandated social distancing measures in place. Until further notice, SLT Board Meetings will be conducted in person as detailed in SLT Special Notice #50, dated 02/15/2021.

**CALL TO ORDER** Meeting was called to order at 6:00 PM

**PRESENT:** Dale Lewis, Dan Hanson, Tammy Ziegler, Ronola Richards, Paulette Johnson

**GUESTS/SPEAKERS** Yvette Lewis, Emily and Ty Riley

**READING OF MONTHLY MINUTES** Dale motioned to approve minutes. Dan seconded.

**READING AND APPROVAL OF FINANCIALS:** Bank balance as of February 28<sup>th</sup>, was \$151,579.63. A motion to approve financials was made by Dale, seconded by Dan.

**READING/APPROVAL OF CLAIMS AND PAYROLL BY TREASURER:** A motion to approve claims and payroll was made by Dale and seconded by Dan.

**MOTORIZED AND EQUIPEMENT MAINTENANCE REPORT:** Next report due May 2025

**SUSPENSE DATES:**

March 17<sup>th</sup> – April 4<sup>th</sup>. Spring Short Courses. Various Locations

March 19<sup>th</sup> – March 23<sup>rd</sup> Newly elected supervisor must file oath of office with clerk.

March 31<sup>st</sup>. –Deadline for filing township annual financial report with state auditor.

**OLD BUSINESS:**

- Terry's hours: Ronola presented a recap of winter hours for the past 5 years to the board. Board to review and present suggestions at the April meeting.
  - Work done for other townships follow up: Paulette No follow up with other townships at this time.
  - Resolution/Conflict of interest for Dan for snowplowing and equipment maintenance. A resolution has been signed and approved.
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- **NEW BUSINESS:** Received a letter from Ringdahl EMS, requesting payment of \$14.40 per capita. No action to be taken by the board at this time.

**BOARD OF CANVASS:** Info presented and signed by all board members

**REORGANIZATION:**

1. Transfer of town records. No records to transfer
2. Select Town Chair and Vice Chair. No changes are made at this time. To be reviewed at the April meeting.
3. Schedule for monthly regular meetings. Meetings will be changed to the 2<sup>nd</sup> Wednesday of the month beginning with the May 2025 meeting. Motion made by Tammy to approve the change. Seconded by Dan
4. Holidays: Veteran's Day. No holidays will affect the meeting date, since meetings are being changed to Wednesdays.
5. Official Newspaper for the township. Pelican Rapids Press
6. Salary and mileage compensation for board members. Will stay as is
7. Job responsibilities for each supervisor. No changes to be made at this time.
8. Where will legal notices be posted. Webpage and Pelican Rapids Press
9. Designated Bank. United Community in Dent
10. Conflict of interest. Dan has signed and the board has approved.
11. Existing board policies No changes currently.
12. Adopting an Admin Policy regarding conducting meetings, citizen participation, etc. No changes from the previous policy.
13. Review towns AWAIR plan. (are safety equipment and procedures being used/are any new equipment or procedures needed?) Dale to handle posting emergency numbers by gas pumps
14. Inventory training and reference materials. (Location of town law book and election materials) Manuals are located on the desk and in the file cabinet in the hall.
15. Town Ordinance book and Resolution Book Books are located on the desk and in the file cabinet at the hall
16. Town Financial Report: Report has been sent to the state and is posted on the bulletin board in the hall.
17. Upcoming Training Opportunities. Tammy, Dan, Ronola and Paulette plan to attend the short course training in Alexandria on March 28<sup>th</sup>.
18. List of officers. MAT to be notified of board positions/names/phones etc.
19. Resolution designating the annual polling place. Annual polling place will remain the same.

20. Budget Proposal approved at annual meeting. Budget will remain the same as 2025 at this time. The annual meeting is to resume on August 14<sup>th</sup> to finalize the budget at that time.
21. List of charities for board approval and amounts to donate. Charities and donation amounts the same as in 2024.
22. Review Insurance Policies Board of Powers. Insurance coverage was reviewed when the new policy was received.

**OTHER BUSINESS:** Dale suggested we request to be removed from the Joint Powers Board for Perham EMS. A motion was made by Dale to send a letter to the board to opt out. The motion was seconded by Tammy. It was approved by all board members.

Moderator pay for the annual meeting. Suggestion was to pay at the meeting rate to Yvette Lewis. A motion to approve was made by Tammy and seconded by Dan.

**NEXT MEETING:** April 8<sup>th</sup>, 2025, at 6:00 PM

**ADJOURN:** Motion to adjourn was made by Tammy. Seconded by Dan. Meeting was adjourned at 7:35 PM.