

Minutes of the regular Board meeting of the Town of North Star, Minnesota, St. Louis County, held in the North Star Town Hall, on Tuesday, July 16<sup>th</sup> at 6:30 PM. The meeting was called to order by Chair Gary Mantay at 6:30 PM.

**Members Present:** Supervisor Gary Mantay, Supervisor Jan Keough, Supervisor Rod Saline, and Clerk Ellen Hanson, Treasurer Donna Elsbury, and Deputy Treasurer Ray Barnes.

**Others in Attendance:** There were 2 others present.

**Pledge of Allegiance:** The Pledge of Allegiance to the Flag of the United States of America was recited.

**Approval of Agenda:** Chair Mantay presented the agenda. There was a motion by Supervisor Keough to accept the agenda as presented and seconded by Supervisor Saline. This motion carried unanimously.

**Approval of Board Minutes:** The Board of Supervisors meeting of June 18<sup>th</sup>, 2024, minutes were presented and reviewed. There was a motion by Supervisor Keough to approve the June 18<sup>th</sup>, 2024 Board minutes as amended and seconded by Supervisor Saline. This motion carried unanimously.

### **Financial Reports:**

Treasurer Elsbury distributed the June Cash Control Statement, July Net Pay Account Distribution Report, and Claims List for approval.

Beginning Balance –06/01/2024-\$89,189.29

Total Receipts - \$1,628.46

Total Disbursements - \$3,991.00

Outstanding Checks - \$1,581.17

Total per Bank Statement –06/30/2024 - \$88,407.92

July claims totaled \$5,339.22 were presented for approval. They were checks 9118-9129 and EFTs #0712024 for AT&T \$152.92; #070224 for IRS \$771.27; #070224 for PERA \$36.

July Net Pay totaled \$2,100.26

- Treasurer Elsbury requested to transfer \$6,079.42 from the money market account to the checking account to pay expenses.
- A sales receipt for \$1,236 was received for the purchase of two culvert for East Briar Road. Treasurer Elsbury requested payment be made. There was a motion by Supervisor Saline to pay the \$1,236 and seconded by Supervisor Keough. This motion carried unanimously.
- Treasurer Elsbury explained it is believed the town's Certificate of Deposit (CD) of \$59,000 was originally taken from different funds and not reported on the Investment module. It is recommended the funds be moved to the Investment module and divided by the levy percentages of each fund. There was a motion by Supervisor Saline to move the \$59,000 to the Investment module and seconded by Supervisor Keough with an amendment to determine by dividing by the levy percentages. The motion reads "move the \$59,000 to the Investment module and determine amounts by dividing by the levy percentages. This motion carried unanimously.
- Treasurer Elsbury had submitted her records of earnings to PERA.
- Supervisor Keough requested a spreadsheet with all the town's revenue streams.
- There was a motion by Supervisor Saline to approve the financial report and seconded by Supervisor Keough. This motion carried unanimously.

### **Clerk's Report:**

- Clerk Hanson reported she has been becoming familiar with the township processes. She thanked Treasurer Elsbury for her assistance.

### **Correspondence:**

- Duluth township news
- St. Louis County (SLC) Administration letter announcing the SLC Liquor Licensing Committee voted unanimously to recommend that the SLC Board enact a county-wide moratorium prohibiting registration and operation of cannabis businesses through December 31, 2024.

**Recycling Report:**

- Treasurer Elsbury reported the Recycling grant monies were received in the amount of \$5,064.
- Supervisor Keough reported there was no other business.

**Webpage/Communications Report:**

- Supervisor Keough reported she will publish an e-news by the end of the month. It will include the Primary election news and the new clerk introduction.

**North Star Fire Department (NFD)/Fire Liaison:**

- There was 1 fire call in June.
- The department will be attending a MN Fire class in the near future.
- Bruce Olson maybe interested in grant writing for the department. This position would be called fire specialist.

**Maintenance Report:**

- Supervisor Saline reported there was nothing new to report.
- The furnace and generator are being worked on.
- The sewer is plugged and he asked how to proceed. The Board had a discussion on the issues surrounding the sewer. It was suggested a plumbing service be contacted. Supervisor Saline will contact a service to unplug the sewer.

**Roads Report:**

- Supervisor Mantay reported they will replace the two culverts on East Briar Lake Road.
- The Board had a discussion about East Briar Lake Road upgrades. It is an unmaintained road. There are concerns about snowplowing. It was reported the County will plow the road if the town takes down the hill and reduce the curve. The cost for the road work was thought to be affordable for the town. Since the road has not been maintained for over 25 years it can be vacated. There are about 12 properties on the road. Supervisor Mantay will draft a letter that would invite property owners to a meeting for discussing this issue.

**Other meetings/events:**

- There were no other meetings.

**Old Business**

- A reminder the Primary election is on Tuesday August 13, 2024.
- Head Election Judge Ray Barnes reported on training election judges, the public accuracy test, and other election preparations.

**New Business**

- There are new time sheets for the Board and staff to report their work hours and time.
- Supervisor Saline talked about the short-term rentals issue.

**Open Forum:**

- There were no speakers. It was recommended to move this item on the agenda after the approval of agenda.

There was a motion by Supervisor Saline to adjourn the meeting at 8:02 PM and seconded by Supervisor Keough. This motion carried unanimously.

Respectfully submitted,

---

Ellen Hanson, Clerk

---

Gary Mantay, Chair