

**CANOSIA TOWNSHIP**  
**ANNUAL MEETING MINUTES**

March 14, 2017

The 2017 Canosia Township Annual Meeting was held at the Town Hall on March 14. Twenty-seven people were in attendance. Clerk Susan Krasaway called the meeting to order at 8:33 p.m., and the pledge of allegiance was recited.

The clerk read the election results: Kevin Comnick was elected to the office of Supervisor (3-year term). 117 total votes: 81 for Comnick, 29 write-in votes for Scott Campbell, and seven additional write-in votes for various people.

Dan Jezierski nominated Kurt Brooks as moderator for the meeting. Clyde Mortinsen seconded the nomination. After three calls, there were no additional nominations and Brooks was unanimously elected.

**AGENDA, MINUTES & FINANCIAL REPORTS**

Agenda: Motion by Mortinsen, seconded by Comnick, to approve the agenda with the addition of Public Input under general discussion. Motion carried unanimously.

Minutes: Motion by Comnick, seconded by Mortinsen, to approve the 2016 Annual Meeting Minutes. Motion carried unanimously.

Financial Reports: The clerk read the annual Board of Audit Report prepared by Treasurer Cheryl Borndal. Brooks explained that the 2016 financial statements of the treasurer and clerk were examined and approved at the recent Board of Audit meeting. No external audit is required since we have two sets of books and follow all procedures required by the state.

The treasurer had also provided several additional reports including the 2016 Cash Balance Statement, a Report of Outstanding Indebtedness, a levy history report and a projected budget worksheet. Comnick explained the state recommends keeping enough surplus money on hand to cover five months of expenses; Canosia chooses to keep about double that amount.

**ANNUAL REPORTS**

All reports are attached to the official meeting minutes.

Canosia Volunteer Fire Department: Fire Chief Gene Stevens read his annual report. In 2016 the FD responded to 144 calls (above the avg. annual total); 89 were township medical emergencies and 23 were fire calls within Canosia. There are 21 FD members and they are always looking for more.

Roads: Road Supervisor Comnick said our roads are in good shape and explained the township's five-year maintenance plan; the 2017 projects include routine gravel work, striping Lindahl and Kehtel, and scrub sealing Vaux and Dunaisky.

Planning & Zoning: P&Z Commission Chair/Town Board Supervisor Kurt Brooks reported on the new zoning ordinance now in effect. There were also 32 permits issued last year. The new structures added an estimated \$3,172,962 to our tax base (the highest amount since 2004). Brooks also acknowledged the recent retirements of three of our long-standing P&Z Commission members: Dan Jezierski, Tom Amendola and Gary Oswell.

Recreation Area: Rec Director Mike Ellingson reviewed recent and upcoming rec area projects. Thanks to the Proctor ISD referendum, we will also have an additional \$50,000 to spend on township recreation in the next few years. Project ideas are welcome.

Historical Society: Millicent O'Connell read the group's annual report and mentioned they sold the last of their Pike Lake history books. They will also be working with other local societies on commemorating the 100<sup>th</sup> anniversary of the 1918 fire.

Trail Plan: the steering committee is establishing goals and priorities; the draft plan will come back before the community for input this summer.

Recycling: WLSSD's 2016 Canosia Recycling Report indicated our residents brought over 191,000 lbs. of recycling to our shed last year. Brooks reported we are the most used recycling shed in the area.

### GENERAL DISCUSSION

Fire Relief Association: Motion by Relief Association Treasurer Scott Mercier, seconded by Brian Macallister, advising the town board to follow the state statute allowing the township to contribute the maximum amount allowable (established by the mil levy formula) to the relief association annually.

Discussion: The relief association is the fire dept. pension account; it is funded by annual contributions from the state and township, private donations and investment earnings. Currently, when FD members retire, they get a lump sum \$1,200 per year of service if they have met the requirements of 10 years of service and 50 years of age.

The 2018 FD levy amount recommended by the town board includes a tentative \$10,000 township contribution to the relief association (the exact contribution would not be decided until 2018 after the State contribution and investment earnings are reported). However, Mercier feels the FD members deserve the maximum allowed amount which would be closer to \$18,000.

Connick and Brooks explained that as of right now, the pension account is fully funded, meaning there is enough money to cover all retirements and liabilities; therefore there is no need to tax/contribute in excess. If there is ever a shortfall, then the township is obligated to keep it solvent. Given the fund status right now, the required township contribution is zero.

Mercier said they would like to see the account continue to grow so the benefit amount can eventually be increased to more than \$1,200 per year. Once there is enough money to cover this increase, they would come to the town board to approve the change. However, board members felt there needs to be a plan in place between the town and relief association first, then they can work together to reach the necessary amounts.

Mercier's motion passed, with 13 residents voting in favor of maximizing the township's relief contribution and 9 voting against it.

(Note: this advisory motion is a recommendation only. The board will take it into consideration when determining the township contribution in 2018, but they are not obligated to follow it. The electorate determines the levy totals for the General Fund, FD Fund and Road/Bridge Fund, but the town board determines how to spend the money within those funds).

Proctor School District: Proctor School Board Member and Canosia Resident Louise Lind gave an update on the district, including the bond referendum plans and enrollment numbers.

**PLAWCS:** Brooks explained that PLAWCS received a grant from the National Oceanographic and Atmospheric Administration to investigate inflow and infiltration (I/I) in the sewer system. A handout describing the project was also available.

**Aquatic Invasive Species:** The township will be hiring an estimated 10 AIS watercraft inspectors this spring to work at Pike and Caribou Lake. We are also part of a pilot program for a new boat cleaning station called a CD3 which will be located at the Pike Lake public access.

**Public Input Topics:** None

### **COMMUNITY EXPENDITURES**

Motion by Mortinsen, seconded by Gene Stevens, recommending a \$300 donation to both Proctor and Hermantown's Chemical-Free Graduation Parties in 2018. Motion carried unanimously.

Motion by Connick, seconded by Mortinsen to once again set up an account of \$1,000 within the General Fund to deal with Community Recognition Expenditures. **Discussion:** This would not change the levy and would only be used if needed. Motion carried unanimously.

Motion by Mortinsen, seconded by Macallister, to once again create a \$1,000 account within the Fire Department Fund to be used for volunteer firefighter recruitment/retention (i.e. awards dinner, special recognition, etc.). **Discussion:** This would not change the levy and would only be used if needed. Motion carried unanimously.

### **2018 LEVY RECOMMENDATION**

The Canosia Town Board recommended the following for the 2018 levy:

General Fund	\$117,200
Fire Department	\$100,000
Road & Bridge	\$80,000
<b>TOTAL =</b>	<b>\$297,200</b>

### **2018 LEVY VOTES**

**General Fund Levy:** Motion by Connick, seconded by Mortinsen, to set the General Fund levy at \$117,200 in 2018. Motion carried unanimously.

**Fire Department Levy:** Motion by Connick, seconded by Mortinsen, to set the Fire Department levy at \$100,000 in 2018. Motion carried unanimously.

**Road & Bridge Levy:** Motion by Mike Sirois, seconded by Nick Sirois, to set the Road & Bridge Fund levy at \$80,000 in 2018. Motion carried unanimously.

**Total 2018 Levy Amount = \$297,200.** The levy has been at this amount since 2011.

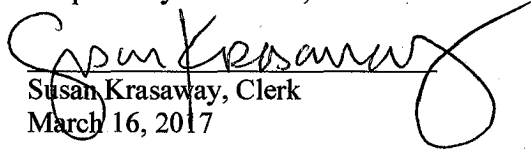
**2018 ANNUAL MEETING/ELECTION**

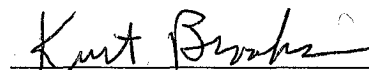
Motion by Cornick, seconded by Mortinsen, to hold the 2018 Election and Annual Meeting at the Canosia Town Hall on the second Tuesday in March. Voting will be from 12:00 noon to 8 p.m. with the Annual Meeting to follow at 8:30 p.m. In case of inclement weather, the Election and Annual Meeting will be held on the third Tuesday in March. Motion carried unanimously.

**ADJOURNMENT**

Motion by Tim Walburg, seconded by Mike Ellingson, to adjourn the meeting at 10:09 p.m. Motion carried unanimously.

Respectfully Submitted,

  
Susan Krasaway, Clerk  
March 16, 2017

  
Kurt Brooks, Moderator  
March 16, 2017