

# *Canosia Township*

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Town Board: Chair Kurt Brooks, Supervisor Scott Campbell, Supervisor Kevin Connick  
Clerk Susan Krasaway, Treasurer Angela Christianson

## **REORGANIZATION MEETING MINUTES**

April 1, 2015

The Canosia Township Board of Supervisors held its annual Reorganization Meeting on April 1, 2015. The chairman called the meeting to order at 6 p.m. and the pledge of allegiance was recited.

**ATTENDING:** Supervisors Brooks, Campbell and Connick, Treasurer Angela Christianson, Clerk Susan Krasaway and one resident.

Supervisor Connick nominated Supervisor Brooks for Chair. Brooks nominated Connick for Vice-Chair. Motion carried unanimously, 3-0.

### **DESIGNATIONS:**

Supervisor Connick and Chair Brooks will serve on Airport Zoning. Chair Brooks will serve on the Planning & Zoning Commission. Supervisor Campbell and Treasurer Christianson will serve on the Fire Relief Board.

### **SUPERVISOR RESPONSIBILITIES:**

Supervisor Campbell explained that these particular designations give the supervisors authority to answer the day-to-day questions in each area and grant them a \$1,000 spending authority between meetings. The goal is to make the township operate more efficiently; however, any major decisions must still come before the town board for pre-approval.

- Connick will stay on as the supervisor assigned to Roads and the Rec Area
- Campbell will stay on the supervisor assigned to the Fire Department
- Brooks was assigned to handle the cemetery, township administration, and recycle shed.

Connick gave Brooks all the information pertaining to the WLSSD recycling grant due at the end of the month. Brooks and Christianson will work on this together.

There was some discussion on whether these supervisor designations could be changed during the year if they are not working well. Brooks and Connick said they could; Campbell noted that he had tried to change them last year and Connick had said it was not allowed and could only be done during the Reorganization Meeting.

Connick said he was still concerned about the \$1,000 spending limit since they would need to hold a costly special meeting to fix problems that need immediate attention (i.e. emergency culvert repair). The board left the limit the same, but said they could continue the discussion if they run into problems.

Campbell confirmed that the Fire Chief has the authority to put \$7,000 on the credit card between meetings if there is an emergency; however, he pointed out that the chief always makes a point of coming to the board before any major purchases.

Motion by Campbell, seconded by Connick, allowing all three supervisors to have township credit cards. Discussion: Christianson will contact the bank about getting the new cards issued. Motion carried unanimously, 3 – 0.

Christianson will look into changing the billing dates on the Holiday and Minnesota Power bills in order to avoid late fees.

### **SET MEETING SCHEDULES**

Resident Tom Amendola recommended swapping the town board and P&Z meeting dates, so the town board would meet on the second Wednesday and P&Z would meet on the first. He believed this would make for more efficient interaction between the two groups. The board was not receptive to this idea.

Motion by Connick, seconded by Campbell, to keep the Town Board meetings on the first Wednesday of each month at 7 p.m. and the P&Z Commission meetings on the second Wednesday of each month at 7 p.m with one exception: the November P&Z meeting was changed from the 11<sup>th</sup> to the 18<sup>th</sup> to avoid conflict with Veteran's Day. Motion carried unanimously, 3 – 0.

### **SET COMPENSATION**

Chair Brooks presented the board with a breakdown of recent wages and said that 46% of the general fund spending went to wages last year. He recommended keeping the pay rates the same this year. The other supervisors agreed.

The clerk asked the board to consider establishing a wage for the Head Election Judge at \$11/hour. She explained that the head judge has more responsibility and it's often tough finding a judge willing to do it; the increased wage may not solve this problem, but would at least be a symbolic gesture that would not cost the township much (roughly \$20/year).

Motion by Connick, seconded by Campbell, to establish a Head Election Judge wage of \$11/hour. Motion carried unanimously, 3 – 0.

**OTHER**

Motion by Comnick, seconded by Brooks, to again designate the *Duluth News Tribune* as the township's official newspaper. Motion carried unanimously, 3 -0.

Motion by Campbell, seconded by Comnick, to again designate North Shore Bank as the township's bank. Discussion: the board again discussed the potential need to open an account at the Hermantown Federal Credit Union in order to comply with FDIC regulations. Christianson will provide Chair Brooks with the relevant information. Motion carried unanimously, 3-0.

Motion by Campbell, seconded by Comnick, to approve Resolution 2015-3: "North Shore Bank Corporate Authorization Resolution" updating the township signatures on file at the bank and designating the banking authority of the treasurer, supervisors and clerk. Motion carried unanimously, 3-0.

Motion by Campbell, seconded by Comnick, to keep the township life insurance policy the same. The form was updated by removing Susan Brooks as Deputy Clerk and adding Kurt Brooks as Supervisor. Motion carried unanimously, 3 – 0.

The board also updated their personal information/signatures on the annual town board form from the Minnesota Association of Townships. This entitles each board member to a copy of the *Minnesota Township Newspaper*.

Motion by Campbell, seconded by Comnick, to adjourn the meeting at 6:50 p.m. Motion carried unanimously, 3 – 0.

Respectfully submitted,

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Susan Krasaway, Clerk  
May 6, 2015

**APPROVED:**

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Kurt Brooks, Chair

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Date