**Minutes**

**Pike Bay Township**

**Tuesday, January 19, 2021**

 **Regular Monthly Meeting at 7 P.M.**

**Michael Reyes called the Meeting to order at 7:15 P.M.**

**Roll Call:** Michael Reyes, Rueben St. Cyr, Ryan Erickson, Linda Barsness, Lee Giffen, Ryan Baird, Breanna Miettinen, Tera Wilson

**Absent:** None

**Guests:** Allen Olson, Russell Goggleye Sr., Amy Stangel, Baylie Brown, Nancy Foster

**Agenda:** Motion to approve agenda with 2 additions by Rueben St. Cyr, Lee Giffen second, passed and carried.

**Public Comment:** None

**Minutes and Records:**

Motion to approve minutes of Regular Monthly Board Meeting held December 8, 2020 by Linda Barsness, Rueben St. Cyr second, passed and carried.

**Old Business:** None

N**ew Business:**

Motion to approve resolution number 2021-01 approving Pike Bay Township as a polling place for 2021 by Rueben St. Cyr, Lee Giffen second, passed and carried.

Motion to approve resolution number 2021-02 approving the powers granted to execute depository accounts for Pike Bay Township by Rueben St. Cyr, Linda Barsness second, passed and carried.

Motion to approve life insurance package through Minnesota Benefit Association insurance the board members and employees by Michael Reyes, Rueben St. Cyr second, passed and carried.

Motion to approve the Minnesota Benefit Association Life Insurance to start an Electronic Fund Transfer for yearly payments by Rueben St. Cyr, Linda Barsness second, passed and carried.

Motion to approve reimbursement of unspent equipment/uniform allowance in the amount of $334.00 to Zeb Hemsworth. Motion dies for lack of second. Tabled

Motion to emend to approve reimbursement of unspent equipment/uniform allowance in the amount of $334.00 to Zeb Hemsworth pending further clarification by Linda Barsness, Ryan Erickson second, passed and carried.

Motion to approve to hold the Local Board of Appeal and Equalization Meeting in person by Rueben St. Cyr, Lee Giffen second, passed and carried.

Motion to approve the Pike Bay Township Board members to sign up for emails through the Pike Bay Township by Rueben St. Cyr, Lee Giffen second, passed and carried.

Present Years of Service Certificate to Richard Baird, Board Supervisor.

Motion to approve Lee Giffen, Vice-Chair and Ryan Baird, Treasurer to be added to Western Bank signature cards, and removing Richard Baird and Breanna Miettinen by Rueben St.Cyr, Michael Reyes second, passed and carried.

**Financial Report:**

January disbursements for Checks #15233 thru #15263, and 4 electronic transfers totaling $21,871.85. These figures include the end of month payroll for January and mid-January for the Police officer and non-elected employees, and the bills that were received through 1/18/2021. Voided check #15245 – Printed incorrectly.

Motion to approve disbursements as presented by Rueben St. Cyr, Ryan Erickson second, passed and carried.

Motion to amend disbursement approval for an addition by Rueben St. Cyr, Ryan Erickson second, passed and carried.

Township proposed Cash Statement 01/01/2021 thru 1/31/2021

Beginning Cash Total Receipts Total Disbursed Ending Cash

General Fund $ 57,365.40 $ 4.19 $ 5,124.75 $ 52,244.84

Fire Fund $ 14,769.09 $ 0.00 $ 0.00 $ 14,769.09

Roads & Bridge $ 144,630.34 $ 0.00 $ 3,625.13 $ 141,005.21

Building $ 10,042.69 $ 0.00 $ 2,464.55 $ 7,578.14

Police $ 39,360.68 $ 1,462.91 $ 10,657.42 $ 29,247.32

 **$266,168.20**  **$ 1,467.10 $ 21,871.85**  **$ 245,763.45**

**Correspondence:**

Board of Equalization online training available until February 1, 2021 at 5:00 P.M. Lee Giffen completed the training.

Online Training for Township Officials through MATT. Ryan Erickson is interested in Right of Way training.

Otter Tail Power Company Notice of and Order for Hearing: In the Matter of the application by Otter Tail Power Company for Authority to Increase Rate for Electric Service in the State of Minnesota.

**Road Report:**

Motion to approve Ryan Erickson to meet with the City of Cass Lake, Leech Lake Tribal Road and Cass County to collaborate for repaving the lower frontage road by Rueben St. Cyr, Ryan Erickson second, passed and carried.

**Fire Department Meeting Report:**

Motion to approve resolution number **2021-03** in support of the Cass Lake Fire Department implementing a super majority vote system by Rueben St. Cyr, Ryan Erickson second, passed and carried.

**Clerk Report:**

Installed new CTAS Software update / Tax Tables

Prepared W-2. The board approved the Pike Bay Clerk to reach out to Miller McDonald for completing the filing process to assure accuracy.

Prepared 1099’s

Filed Exclusion report with PERA

Filed the 4th quarter report which includes: 941 form, Unemployment and MN State Revenue due January 31, 2021.

Cancelled Blue Cross/ Blue Shield insurance for the Police Department.

**Future Meeting Dates:**

February 9, 2021 at 7:00 P.M. Regular Monthly Meeting

February 16, 2021 at 7:00 P.M. Board of Audit and Board of Levy Meeting

March 9, 2021 at 7:00 P.M. Township Day (Annual Meeting)

March 11, 2021 at 7:00 P.M. Regular Monthly Meeting

April 19, 2021 at 10:00 A.M. Board of Appeal and Equalization Meeting

**Adjourn:** Motion to Adjourn Meeting at 8:03 P.M. by Linda Barsness, Ryan Erickson second, passed and carried.

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Supervisor Signature Clerk Signature