

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, March 18th at 6:48 PM. The meeting was called to order by Chair Gary Mantay at 6:48 PM.

Members Present: Chair Gary Mantay, Supervisor Bob Anderson, Supervisor Rod Saline, 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 by all.

Approval of Agenda: Chair Mantay presented the agenda. Supervisor Saline moved to accept it as presented, seconded by Supervisor Anderson. This motion carried unanimously.

Open Forum:

- There were no speakers.

Approval of Board Minutes: The Board of Supervisors meeting minutes of February 18th, 2025, were presented and reviewed. Supervisor Saline moved to approve the February 18th, 2025, Board minutes as presented, seconded by Supervisor Anderson. This motion carried unanimously.

Approval of Board Budget/Levy Minutes: The Board of Supervisors meeting minutes of February 12th & 18th, 2025, were presented and reviewed. Supervisor Anderson moved to approve February 12 & February 18th, 2025, Board Budget/Levy minutes as presented, seconded by Supervisor Saline. This motion carried unanimously.

Approval of Board of Canvass Minutes: The Board of Canvass meeting minutes of March 11th, 2025, were presented and reviewed. Supervisor Saline moved to approve the March 11th, 2025, Board Canvass minutes as presented, seconded by Supervisor Mantay. This motion carried unanimously.

Financial Reports:

Treasurer Elsbury reported on the February Cash Control Statement and March Net Pay Account Distribution Report for approval.

Beginning Balance –02/01/2025-\$60,559.82

Total Receipts - \$71.55

Total Disbursements - \$6,288.74

Outstanding Checks - \$163.00

Total per Bank Statement –02/28/2025 - \$54,505.63

March Net Pay totaled \$1,881.80 and elections \$429.00

- Treasurer Elsbury requested approval to transfer \$4,737.28 from the money market account to the checking account to pay expenses. Supervisor Saline motioned to approve the transfer of \$4,737.28 from the money market fund to the checking account, seconded by Supervisor Anderson. This motion carried unanimously.
- Supervisor Saline motioned to approve the financial reports, seconded by Supervisor Anderson. This motion carried unanimously.

Clerk's Report:

- Clerk Hanson presented the claims list. The March claims totaling \$2,426.48 were presented for approval. They were checks 9322-9327, and EFTs #030125 PERA \$180.73; 030225 AT&T \$152.92; 030325 Visa \$1,058.38. Supervisor Saline motioned to approve the claims lists, seconded by Supervisor Anderson. This motion carried unanimously.
- The town hall needs a locked 4-drawer file cabinet. Supervisor Mantay motioned to approve up to \$500 for the purchase of a file cabinet, seconded by Supervisor Saline. This motion carried unanimously.

Correspondence:

- St. Louis County Association of Townships February Minutes/March Agenda.
- DAT: January minutes and March agenda.

- Minnesota Benefit Association: Township group life insurance program.
- MAT: Spring short courses, 2025.
- MAT: February 2025 Newsletter.
- Duluth Township Newsletter, March 2025.
- CLP ballot for Articles of Incorporation and Bylaw changes.
- Wex & State of Minnesota fuel card services agreement.
- Carr's Tree Service introduction.

Recycling Report:

- Jan Keough reported that the WLSSD grant application and annual report were completed and submitted to WLSSD.
- The past practice has been that the recycling attendant will find a substitute when he is unable to work. The past substitutes have been Jimmy Taft and Susan Forbragd.

Webpage/Communications Report:

- Jan Keough reported that the website is up-to-date.
- E-news will be sent out in March.
- The E-news will be added to the agenda as a permanent item.

North Star Fire Department (NFD)/Fire Liaison:

- There were 2 calls in February.
- The fire members will have CPR training on April 15.
- Normanna Township will host a mass casualty event soon that the North Star Fire Department will attend/participate in.

Maintenance/Buildings Report:

- Supervisor Saline had nothing new to report on maintenance or building updates.

Roads Report:

- Chair Mantay had nothing new to report on roads.

Other Meetings:

- Supervisor Saline and Jan Keough reported on the Mediacom USDA Community Connect grant, which will provide 85% of the funds, and the remaining funds will be from Mediacom. Mediacom is interested in providing service to North Star, Pequaywan, up to Alt Township to White Lake. They are seeking letters of support for the grant funding from local, state, and federal politicians; local businesses; and residents. Mediacom is providing a Communications Representative, Geri Jenkins, and she will be in North Star in April to meet with people. They will have 3 years to complete the project.
- A letter of support was drafted for Board review, which includes a township contribution of \$8,500, not due until the project is completed. Supervisor Anderson motioned to sign the letter, seconded by Supervisor Saline. This motion carried unanimously.

Old Business:

- Broadband update: See under Other Meetings.

New Business:

- It is necessary to change the April meeting date due to the absence of two Supervisors. The meeting is scheduled for April 15 and is recommended to be changed to April 29. Chair Mantay motioned to change the April 15 Board meeting to Tuesday, April 29th at 6:30 PM, seconded by Supervisor Saline. This motion carried unanimously.

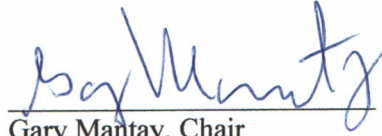
Adjourn:

- Supervisor Saline motioned to adjourn the meeting at 7:46 PM, seconded by Supervisor Anderson. This motion carried unanimously.

Respectfully submitted,



Ellen Hanson, Clerk



Gary Mantay, Chair

The Reorganization Board meeting of the Town of North Star, Minnesota, St. Louis County was held in the North Star Town Hall on Tuesday, March 18, 2025, at 6:30 PM.

Board members present: Supervisor Gary Mantay, Supervisor Bob Anderson, Supervisor Rod Saline, Clerk Ellen Hanson, Treasurer Donna Elsbury, and Deputy Treasurer Ray Barnes.

Others in Attendance: There were 2 others in attendance.

1. **Call to order the Reorganization meeting:** Clerk Hanson called the meeting to order at 7:10 PM.
2. **Nominations and Election of Town Chair and Vice Chair**
 - Clerk Hanson asked for nominations for the Town Chair position. Supervisor Saline nominated Supervisor Mantay, and he accepted. Hanson asked two more times for nominations. There were no other nominations. Supervisor Saline motioned to approve Supervisor Mantay as Board Chair, seconded by Supervisor Anderson. This motion was carried unanimously.
 - Clerk Hanson asked for nominations for Vice-Chair. Supervisor Mantay nominated Supervisor Saline, and he accepted. Clerk Hanson asked two more times for nominations. There were no other nominations. Supervisor Mantay motioned to approve Supervisor Saline as Vice Chair, seconded by Supervisor Anderson. This motion was carried unanimously.
3. **Designate an official newspaper**
 - The official town newspaper is the Duluth News Tribune (DNT). Chair Mantay motioned to designate the DNT as the official newspaper, seconded by Supervisor Saline. This motion was carried unanimously.
4. **Designate posting places**
 - The official town posting places are the Alden Lake Rd, Barrs Lake Rd, Northwoods Lane, Recycling Center, and the Township website. Supervisor Saline motioned to designate the posting places as the Alden Lake Rd, Barrs Lake Rd, Northwoods Lane, Recycling Center, and website, seconded by Chair Mantay. This motion was carried unanimously.
5. **Designate a town bank**
 - National Bank of Commerce (NBC) is the town bank for the checking account, money market account, and the Certificate of Deposit (CD). Supervisor Anderson motioned to keep NBC for the checking account, money market, and the CD, seconded by Chair Mantay. This motion was carried unanimously.
6. **Set compensation for town officers and employees**
 - The Board reviewed the wages worksheet and discussed wage increases for 2025. Chair Mantay motioned to increase the wages across the board by 5%, except for communication hours will be brought up to the hourly wage of \$28.35, and the Weed inspector will stay at \$600, seconded by Supervisor Saline. This motion was carried. Anderson abstained due to a conflict of interest.
7. **Designate Supervisors' Areas of Responsibility and Staff**
 - Roads: Chair Mantay
 - Fire Department: Chair Mantay
 - Buildings: Supervisor Anderson
 - Recycling Center: Supervisor Saline
 - Lawn Services/Mowing: Ken Rovenko

- Fire Chief: Mike Siers
- Treasurer: Donna Elsbury
- Deputy Treasurer: Ray Barnes
- Clerk: Ellen Hanson
- Deputy Clerk: TBA
- Custodian: Susan Forbragd
- Supervisor Saline motioned to approve the Supervisor liaison areas and staff positions as listed above, seconded by Chair Mantay. This motion was carried unanimously.

8. Adjourn

- a. Chair Mantay motioned to adjourn the meeting at 6:48 PM, seconded by Supervisor Saline. This motion was carried unanimously.


Respectfully submitted,



Ellen Hanson
Clerk

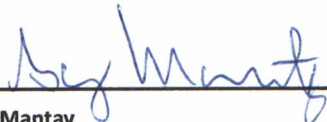


Rod Saline
Board Chair




For the Period : 3/1/2025 To 3/31/2025

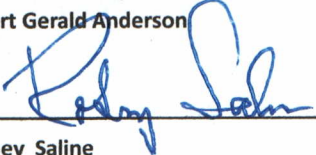
<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$19,340.70	\$8.85	\$2,483.28	\$16,866.27	\$0.00	\$126.00	\$16,992.27
Road and Bridge	\$12,858.97	\$2,562.38	\$0.00	\$15,421.35	\$0.00	\$0.00	\$15,421.35
Fire EMS	\$15,905.07	\$0.00	\$381.50	\$15,523.57	\$0.00	\$67.50	\$15,591.07
Fire Donations	\$7,203.57	\$0.00	\$0.00	\$7,203.57	\$0.00	\$0.00	\$7,203.57
Building	(\$3,742.11)	\$0.00	\$1,624.34	(\$5,366.45)	\$0.00	\$464.74	(\$4,901.71)
Recycling	\$2,776.43	\$0.00	\$248.16	\$2,528.27	\$0.00	\$0.00	\$2,528.27
ARPA Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$54,342.63	\$2,571.23	\$4,737.28	\$52,176.58	\$0.00	\$658.24	\$52,834.82



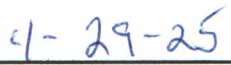
Gary A MantayChair, Town Supervisor



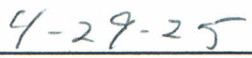
Robert Gerald AndersonTown Supervisor



Rodney SalineTown Supervisor



Date



Date

Date

Date Range : 3/19/2025 To 4/29/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
04/29/2025	PERA	DCP & retirement disbursements	040125	\$167.44			
					100-41110-121-	Council/Town Board	\$9.45
					100-41110-126-	Council/Town Board	\$9.45
					100-41401-121-	Clerk	\$40.32
					100-41401-126-	Clerk	\$34.94
					100-41510-121-	Treasurer	\$39.25
					100-41510-126-	Treasurer	\$34.02
					100-41110-112-	Council/Town Board	\$0.01
04/29/2025	AT&T Mobility	Account:287308565673: WIFI service for town hall	040225	\$152.92			
					100-41901-322-	Other General Government	\$152.92
04/29/2025	VISA Business	April 2024 Charges	040325	\$666.27			
					205-42205-381-	Recycling	\$10.00
					204-41940-381-	General Government Buildings and Plant	\$132.76
					202-42202-310-	Fire	\$450.00
					100-41901-206-	Other General Government	\$21.76
					202-42202-434-	Fire	\$51.75
04/29/2025	Internal Revenue Service	Q1 2025 941 Tax return	040425	\$1,175.36			
					100-41110-124-	Council/Town Board	\$34.80
					100-41110-125-	Council/Town Board	\$34.80
					100-41401-119-	Clerk	\$120.00
					100-41401-122-	Clerk	\$128.66
					100-41401-123-	Clerk	\$128.66
					100-41401-124-	Clerk	\$30.08
					100-41401-125-	Clerk	\$30.08
					100-41510-119-	Treasurer	\$90.00
					100-41510-122-	Treasurer	\$147.81
					100-41510-123-	Treasurer	\$147.81
					100-41510-124-	Treasurer	\$34.57
					100-41510-125-	Treasurer	\$34.57
					204-41940-122-	General Government Buildings and Plant	\$29.02
					204-41940-123-	General Government Buildings and Plant	\$29.02
					204-41940-124-	General Government Buildings and Plant	\$6.79

Date Range : 3/19/2025 To 4/29/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					204-41940-125-	General Government Buildings and Plant	\$6.79
					205-42205-122-	Recycling	\$44.41
					205-42205-123-	Recycling	\$44.41
					205-42205-124-	Recycling	\$10.38
					205-42205-125-	Recycling	\$10.38
					100-41110-122-	Council/Town Board	\$11.16
					100-41110-123-	Council/Town Board	\$11.16
					100-41110-119-	Council/Town Board	\$10.00
04/29/2025	Gary A Mantay	Reimbursement for CPR classes for Fire Dept. 4/16/2025 (13 member @ \$45)	9335	\$585.00			
					202-42202-310-	Fire	\$585.00
04/29/2025	Jimmy Taft	Recycling center sub on 3/22/2025, 3.5 hours	9336	\$66.15			
					205-42205-434-	Recycling	\$66.15
04/29/2025	Minnesota Association of Township	Inv. 114834:Spring Short Course for B.Anderson & D. Elsbury	9337	\$150.00			
					100-41901-310-	Other General Government	\$150.00
Total For Selected Claims				\$2,963.14			\$2,963.14



Gary A Mantay

Chair, Town Supervisor



Date



Robert Gerald Anderson

Town Supervisor



Date



Rodney Saline

Town Supervisor

Date

As on 4/30/2025

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	26,300.86	285.29	0.00	0.00	12,448.06	0.00	0.00	14,138.09	28,935.39	43,073.48
Road and Bridge	12,812.47	2,608.88	0.00	0.00	0.00	0.00	0.00	15,421.35	5,793.80	21,215.15
Fire EMS	18,715.65	156.68	0.00	0.00	4,435.51	0.00	0.00	14,436.82	19,523.10	33,959.92
Fire Donations	7,278.66	20.00	0.00	0.00	95.09	0.00	0.00	7,203.57	0.00	7,203.57
Building	(1,912.58)	57.82	0.00	0.00	3,750.98	0.00	0.00	(5,605.74)	7,203.90	1,598.16
Recycling	3,613.59	0.00	0.00	0.00	1,743.52	0.00	0.00	1,870.07	0.00	1,870.07
ARPA Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total :	66,808.65	3,128.67	0.00	0.00	22,473.16	0.00	0.00	47,464.16	61,456.19	108,920.35

MARCH 2025

RECEIPTS PLUS INTEREST

100 GENERAL	\$8.85	\$8.85
201 ROAD	\$2,562.38	\$0.00
202 FIRE	\$0.00	\$0.00
203 FIRE DONATIONS	\$0.00	\$0.00
204 BUILDING	\$0.00	\$0.00
205 RECYCLING	\$0.00	\$0.00
TOTAL	\$2,571.23	\$8.85

INTEREST

DISBURSEMENTS

100 GENERAL	\$2,483.28	\$28,563.72	\$31,047.00
201 ROAD	\$0.00	\$8,200.00	\$8,200.00
202 FIRE	\$381.50	\$24,883.50	\$25,265.00
203 FIRE DONATIONS	\$0.00	\$7,203.57	
204 BUILDING	\$1,624.34	\$8,970.66	\$10,596.00
205 RECYCLING	\$248.16	\$2,528.27	
TOTAL	\$4,737.28		

BUDGET BALANCES

ANNUAL BUDGET

FUND BALANCES (NOT INCLUDING INVESTMENT FUNDS)

100 GENERAL	\$16,866.27	\$1,156.00
201 ROAD	\$15,421.35	
202 FIRE	\$15,523.57	
203 FIRE DONATIONS	\$7,203.57	
204 BUILDING	-\$5,366.45	
205 RECYCLING	\$2,528.27	
TOTAL	\$52,176.58	

CHECKING ACCOUNT