

TOWN OF ELK
MONTHLY BOARD MEETING
FEBRUARY 11, 2021
ELK TOWN HALL

Meeting properly posted. Quorum present. Meeting called to order by Chairman Tom Frane at 7:00pm. Present: Tom Frane, Jeanie Heizler, Tyler Weber, Joe Neerdaels, Suzanne Brandt. Pledge of Allegiance lead by Deric Bilgrien.

Approval of January 14, 2021 minutes: Jeanie made a motion to accept the Minutes from January 2021 meeting, 2nd by Tyler, motion carried.

Tyler made a motion to accept the minutes from the Special Board meeting, February 1, 2021 to set policies, Jeanie 2nd, motion carried

Financial Report: Read by Treasurer with ending balance of \$1,348,624.75. Motion by Jeanie for treasurer to move the CD at Prevail in the amount of \$22,444.77 to the money market at Forward Bank, 2nd by Tyler, motion carried.

Approve Vouchers: Jeanie made a motion to approve the February 11, 2021 vouchers, in the amount of \$874,227.39, 2nd by Tyler, motion carried.

Public Comments: Comments were made on Policies, town truck plowing, truck safety equipment, town records, locking files and Kwik Trip credit card.

Road Update: Tyler is having Hilltop take down a couple of trees that he has marked and is finishing up bids for crack filling, chip sealing, seal coating and wedge patching. Dennis has been plowing and sanding.

Town Hall Update: Fire Extinguishers and Smoke Detectors were purchased. Tyler made a motion to approve the purchase of Fire Extinguishers and Smoke Detectors, 2nd Jeanie, motion carried.

Tom attended Fire Ad Hoc Meeting. Checked on invoice that has not been paid by Xcel and found they pay after the third request.

Discuss Options for Truck: Tom received two credit cards from Kwik Trip to be used for truck fuel, with a \$1,000.00 per month limit. Kwik Trip is registered with the federal government and will automatically take out the federal gas tax from the bill. At the end of the year, we can apply to get the state tax back. Invoices will be received via email from Kwik Trip.

Tom discussed purchasing parts for truck. Jeanie made a motion to open an account at Advanced Auto to purchase miscellaneous items for the truck for three authorized signatures, 2nd Tyler, motion carried.

Tom discussed getting the correct lighting on the truck. Wheelers in Medford will take care of warrantee issues. Truck needs safety light, strobes, flashers and will be connected to switches on dash and DOT tape on all four corners of the box. Will need a tool box mounted on truck to carry chainsaw, fuel and tools and a mudflap behind toolbox. Tom asked for a motion to purchase lights, reflective tape, flashers on the back and toolbox for truck. Jeanie made that motion, 2nd by Tyler, motion carried.

Policies: Discretionary Spending Policy – corrections – final for March meeting

Emergency Expenditure Policy – Jeanie made a motion to update Emergency Expenditure Policy, 2nd by Tyler, motion carried.

Small Equipment Policy – corrections – final for March meeting

Town Truck Policy – corrections – final for March meeting

Fire Extinguisher/Smoke Detector Policy – corrections – final for March meeting

Open Records Policy – Jeanie made a motion to accept Open Records Policy, 2nd by Tyler, motion carried.

Document Storage Policy – Tyler made a motion to accept Document Storage Policy, 2nd by Jeanie, motion carried.

Assessor Issues: Our new assessor has been working on an area that was surveyed in the 1940's and has a 40 that needs an Assessor's Plot to make sure the description on the properties is correct.

Prepaid Tags for Recycling Center: Jeanie will order tags. Tyler made a motion to order 600 prepaid tags for the recycling center, 2nd by Jeanie, motion carried.

Mail: MSHAW training is available.

Jeanie made a motion to adjourn at 8:55PM, 2nd by Tyler, motion carried.

Adjourned: 8:55PM

Suzanne Brandt, Clerk