

Canosia Township

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Town Board: Chair Kurt Brooks, Supervisor Kevin L. Comnick, Supervisor Daniel J. Golen
Clerk Susan Krasaway, Treasurer Cheryl Borndal

Special Meeting Minutes: CARES Act Funding

November 2, 2020

ATTENDING: Chair Kurt Brooks, Supervisor Kevin Comnick, Supervisor Dan Golen, Clerk Susan Krasaway, Treasurer Cheryl Borndal, Fire Chief Gene Stevens, Assistant Chief Clyde Mortinsen, and Laird Erikson.

Chair Brooks called the meeting to order at 6:30 p.m. and stated the purpose: to discuss the township's CARES Act funding and potentially approve additional expenditures. The deadline to transfer any unused funds to St. Louis County is November 15. To ensure the township can meet that deadline and ensure all checks and paperwork are in place by Wednesday's regular town board meeting, the board called this special meeting. The meeting costs will be covered by CARES funding.

Motion by Comnick, seconded by Golen, to approve the agenda. Motion carried unanimously, 3 – 0.

Review Remaining Funds & Spending Criteria

The State provided Canosia Township with \$54,875 in CARES funding. Currently we have spent and/or cut checks for \$31,449.60. When factoring in the special meeting costs and another \$2,388+ that has been charged to the credit card but not yet billed, we have roughly \$28,000+ remaining to either spend or transfer to SLC to use on their projects.

The board discussed the purpose of the CARES funding and the three criteria for covered expenditures: 1) purchased items or services must be COVID-related/offer COVID-related protection, 2) purchases were not included in our budget pre-pandemic, and 3) the cost must be incurred by November 15, 2020. At several points, the supervisors and FD members also discussed the spirit of the CARES rules and the importance of using the money to protect our employees, volunteers, residents and town hall visitors during the pandemic.

The board and FD also discussed the importance of being able to ask due diligence questions to one another and conduct discussions in a civil manner; everyone here is trying to do what is best for the township.

Fire Department PPE Gear

The Fire Department presented a quote from Macqueen Emergency for 25 sets of Fire-Dex Tecgen51 Deluxe PPE gear at a cost of \$18,848.50. The Chief explained that this gear would provide our firefighters with a multi-purpose layer of protection that can be worn over personal clothing to medical calls, car accidents or grass fires. They can also be washed and sanitized to re-use.

The board discussed how this gear meets all CARES criteria. Hermantown and Grand Lake Township have already approved this gear for their FD's. Comnick also confirmed the purchase's CARES acceptability with St. Louis County Deputy Administrator Brian Fritsinger and Emergency Management Coordinator Dewey Johnson.

Motion by Comnick, seconded by Golen, to approve the purchase of the Fire-Dex Tecgen51 Deluxe PPE gear at a cost of \$18,848.50. *Discussion:* the treasurer will have a check ready for this purchase on Wednesday at the regular town board meeting. Motion carried unanimously, 3-0.

Bathroom & Town/Fire Hall Safety Improvements

The board reviewed the following quotes:

- A \$2,952.72 quote from The Goodin Company for two touchless automatic toilets, two touchless faucets and an eyewash station/shower.
- A \$2,520.00 quote from Fossum Plumbing to install the toilets, faucets and eye-washing/shower station and remove the extra toilet in the women's restroom (we confirmed that there was no legal requirement for the second toilet).

Motion by Comnick, seconded by Brooks, to upgrade the town hall bathrooms with touchless toilets and faucets and add an eyewash station/shower to the fire hall at the above-stated equipment and installation costs. *Discussion:* the purchases meet all CARES funding criteria and the treasurer will have a check ready on Wednesday. The board discussed the maintenance on automatic toilets and faucets; however, they felt the benefits would outweigh any extra maintenance needs. Motion carried unanimously, 3 – 0.

Fire Department AEDs

Motion by Comnick, seconded by Brooks, to purchase two additional AEDs at a cost of \$3,398.00 if there is enough remaining CARES funding to do so. *Discussion:* The Fire Chief explained that it would be beneficial to have two additional AEDs so they could switch our somewhat-dated devices between calls and allow time to properly clean and sanitize each. The Chief and Treasurer will crunch the numbers after the meeting to determine if there is enough money remaining. Motion carried unanimously, 3 – 0.

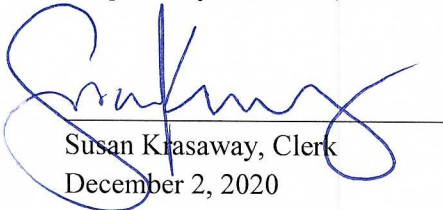
Plans to Transfer the Funds to SLC

In time for our regular meeting on Wednesday, the Treasurer will try to have all checks written for the remaining CARES purchases as well as a check for SLC with the remaining funds. If extra time is needed to finalize the transfer of funds to SLC, the board will consider recessing the meeting and reconvening to approve that final check. There will also be a resolution authorizing the transfer of funding.

Adjournment

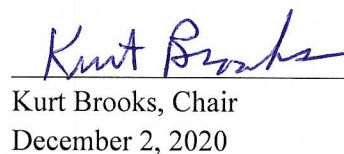
Motion by Golen, seconded by Comnick, to adjourn the meeting at 7:57 p.m. Motion carried unanimously, 3 – 0.

Respectfully submitted,



Susan Krasaway, Clerk
December 2, 2020

APPROVED:



Kurt Brooks, Chair
December 2, 2020