

Town of Canosia
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Duluth Minnesota 55811

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Town Leadership: Chair Kevin L. Comnick, Supervisor Jeff Erikson, Supervisor Penny Dieryck, Clerk Amber Madoll, Treasurer Neil Sample

REGULAR MEETING MINUTES

March 5, 2025

ATTENDING: Chair Kevin Comnick, Supervisor Jeff Erikson, Clerk Amber Madoll, Treasurer Neil Sample, Fire Chief Gene Stevens, and Road Foreman Gary Oswell. The meeting was held in person and virtually at the Canosia Town Hall.

Chair Comnick called the meeting to order at 7:00 p.m. and the pledge of allegiance was recited.

AGENDA, MINUTES, TREASURER'S REPORT & BILLS

- A. **SUPERVISOR ROLL CALL:** Chair Kevin Comnick and Supervisor Erikson were present. Supervisor Dieryck arrived later.
- B. **AGENDA: Motion** made by Kevin Comnick, seconded by Jeff Erikson to approve the agenda as written. Motion carried unanimously, 2-0. Kevin Comnick and Jeff Erikson voted in favor.
- C. **MINUTES: Motion** made by Jeff Erikson, seconded by Kevin Comnick to approve the February 5, 2025 Board of Audit, Budget, and Regular Meeting Minutes. Motion carried unanimously, 2-0. Kevin Comnick and Jeff Erikson voted in favor.
- D. **TREASURER'S REPORT:**
 - a. Treasurer Sample stated that it was a strong month for deposits such as the SCI Broadband franchise fee.
 - b. He stated that he corrected the fire department funds that had been put into the wrong category.
 - c. He stated that of the two outstanding checks, two had been found by the AIS employees and one was cancelled and reissued. He stated the following: Disbursement #22651 issued in 2024 was lost and voided. CTAS updates the current fiscal year's beginning balance to reflect the change in the fund balance do to the voided disbursement. Disbursement #22651 was issued from the AIS Fund for \$103.44; the AIS Fund's 2025 beginning balance has increased by \$103.44 due to a voided disbursement issued in a previously closed fiscal. The AIS beginning balance was originally stated at (\$1,021.74) and records now report (\$980.30).
 - d. **Motion** made by Kevin Comnick, seconded by Jeff Erikson to authorize Treasurer Sample to submit and accept the WLSSD recycling grant of \$15,670.72. Motion carried unanimously, 2-0. Kevin Comnick and Jeff Erikson voted in favor.
 - e. **Motion** made by Kevin Comnick, seconded by Jeff Erikson to approve the Treasurer's report as presented. Motion carried unanimously, 2-0. Kevin Comnick and Jeff Erikson voted in favor.
- E. **PAY BILLS: Motion** made by Kevin Comnick, seconded by Jeff Erikson to pay bills # 23035–23063 and EFT2025-4, EFT2025-5. Motion carried unanimously, 2-0. Kevin Comnick and Jeff Erikson voted in favor.

PUBLIC COMMENT (none)

OLD BUSINESS

A. PLANNING AND ZONING: none

B. FIRE RELIEF: none

C. FIRE DEPARTMENT:

- a. Chief Stevens stated that they had a radio refresher and went through all the medical bags and replaced any expired material. They also had two firefighters from the 148th give them a refresher on aircraft SOG for the airport. They also did medical for the kids KC Pro racing on the lake and helped flood the lake for the Winter frolic by the boat landing.
- b. **Motion** made by Kevin Connick, seconded by Jeff Erikson to approve Resolution 2025-5 which accepts multiple donations on behalf of the fire department. Motion carried unanimously, 2-0. Kevin Connick and Jeff Erikson voted in favor.

| 2025 FIRE DEPT. RESPONSES | | | |
|---------------------------|--------------|--------------|----------------|
| Call Type | FEBRUARY #'s | Notes | Total for 2025 |
| EMS | 14 | | 30 |
| Medical MUA | 0 | | 1 |
| Twp Fire | 1 | Line down | 3 |
| MUA Fire | 2 | RL FD, GL FD | 6 |
| Service | 0 | | 0 |
| TOTAL | 17 | | 40 |

D. ROADS: None

E. RECYCLE SHED: None

F. RECREATION AREA: Supervisor Erikson stated that he has been talking with the Proctor Baseball group and they will be attending the board meeting in April. Clerk Madoll stated that Supervisor Dieryck advised her that she has the quotes for the annual spraying of the rec area and cemetery. She was also advised that the Hermantown tennis coach would like the nets up by mid-March as they have their first competition at the end of March. Chairman Connick asked Clerk Madoll to follow up with the principal at Pike Lake Elementary to make sure they moved the trailer that they have left in the recreation area.

G. CEMETERY: None

H. PLAWCS: Chairman Connick stated that PLAWCS agreed at their last meeting to reimburse the Town of Canosia for the full price of the control panels purchased previously by the township.

I. MAINTENANCE: Supervisor Erikson stated that he met with the historical society and talked with them about building space in the garage for historical items. Chairman Connick stated that the board members should meet in the garage to discuss the specifics at some point. Clerk Madoll mentioned that the parking lot entrance to the town hall hasn't been completely closing.

J. ELECTIONS: Clerk Madoll reminded the board about the absentee ballot process and township hours, the upcoming PAT testing, and the election itself. She reminded the board about the annual reports for the annual meeting and the need for Supervisor Erikson to complete his campaign finance form.

K. AIS: Chairman Connick stated that he has a new hire and that everyone is also returning from last year.

NEW BUSINESS

A. Historical Preservation: Clerk Madoll briefly explained that there is a formal process for rehoming/shredding township materials that is mandated by resolution. The Township follows the Records Retention and Filing System for Townships recommended by the Minnesota Historical Society.

She stated that Treasurer Sample and her can work together to compile a list of materials for the board to review.

- B. **Rental Policy:** Supervisor Erikson stated he will bring a sample to the next meeting. Chairman Connick stated that he checked with MAT and MATIT and the township is covered for liability insurance.
- C. **Upcoming Meetings:** The board was in agreement that the annual Re-Organization meeting will occur at 6:00 p.m. on April 2, 2025 prior to the regular meeting. Clerk Madoll reminded the board that the annual LBAE meeting will be held on April 30, 2025. Chairman Connick will not be there.
- D. **School Superintendent Hiring:** Chairman Connick stated he felt that if town board members attended the interviews for Proctor School District, that they should attend as residents. Supervisor Erikson is in agreement.
- E. **MAT Spring Training:** Clerk Madoll stated that she will be attending.

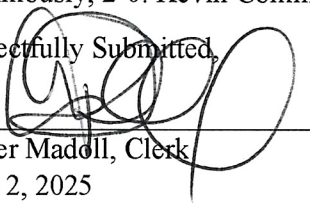
COORESPONDENCE

Midway Newsletter, Fredenberg Newsletter, Lakewood Newsletter, 5 absentee ballots, MAT Spring Training
Flyer

ADJOURNMENT

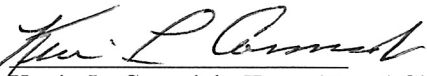
Motion made by Jeff Erikson, seconded by Kevin Connick, to adjourn the meeting at 7:29 p.m. Motion carried unanimously, 2-0. Kevin Connick and Jeff Erikson voted in favor.

Respectfully Submitted,



Amber Madoll, Clerk
April 2, 2025

APPROVED:



Kevin L. Connick, Town Board Chair
April 2, 2025