

PRINCETON TOWNSHIP BOARD SPECIAL MEETING
Thursday, November 5, 2020
MINUTES

The November 5 special meeting of the Princeton Township Board was called to order by Chairman Gene Stoeckel at 7:00 p.m.

Supervisors attending: Dan Hiller, Gene Stoeckel, Bill Whitcomb, John Wilhelm
Supervisor absent: Thomas Duden
Also attending: Clerk-Treasurer Doug Dahl

All attendees recited the Pledge of Allegiance.

Allocation of Coronavirus Relief Fund (CRF) Aid Grant

Background: Princeton Township received a total of \$56,325 from the national Coronavirus Relief Fund to be used toward expenses incurred by the township in carrying out mitigation measures related to efforts to reduce the spread of Coronavirus, or to protect public workers from exposure to the virus that may occur in the course of carrying out their duties. The township is required to forward any unspent CRF funds to Mille Lacs County by November 20.

The Town Board appointed a subcommittee consisting of superintendents Dan Hiller and Bill Whitcomb, clerk-treasurer Doug Dahl, and maintenance worker Ken Hennen to investigate and propose legitimate expenses the township would incur in its coronavirus mitigation efforts. Subcommittee members participated in training and discussion sessions sponsored by the Minnesota Association of Townships (MAT), researched measures being undertaken by comparable towns in the state, and consulted with MAT attorneys to determine the measures Princeton Township could take that would qualify under stringent CRF guidelines.

Based on the understanding that only expenses incurred before November 15, 2020, would qualify for CRF aid, the subcommittee narrowed its prospective expenditure list to three items:

- Protective equipment for the Princeton Fire Department.
- Technology upgrades to facilitate teleconference meetings.
- Incidental expenses such as cleaning and disinfecting supplies that could be purchased within the CRF time frame.

Note: The township also received a grant of \$977.70 from Mille Lacs County for election preparation. That grant is separate from the national CRF. Those funds were used for Plexiglas shields and other mitigation measures related to the election.

At its October 20 monthly meeting the Town Board set a special meeting for November 5 to approve specific proposals for the three CRF-related items. In the interim, the subcommittee received a request from the Princeton Fire Department to purchase jump suits and related accessories for the department through Aspen Mills of Spring Lake Park. Total for the request: \$11,886.49. In addition, the subcommittee requested and received a bid from Best Buy for the technology and support necessary to provide the means to conduct hybrid in-person/teleconference meetings at the town hall. Total for the bid: \$7,360.63.

The Town Board met on November 5 to consider and approve those items.

Motion: Dan Hiller moved to approve the purchase of 40 jump suits with accessories for the Princeton Fire Department according to the Aspen Mills quote of \$11,886.49. Seconded by Bill Whitcomb. Motion carried unanimously.

Motion: Bill Whitcomb moved to approve the purchase of teleconference equipment for the town hall according to the Best Buy bid of \$7,360.63. Seconded by Gene Stoeckel. Motion carried unanimously.

Motion: Bill Whitcomb moved to approve up to \$1,000 for incidental expenses related to COVID19 mitigation. Seconded by Gene Stoeckel. Motion carried unanimously.

Motion: Dan Hiller moved to approve \$600 for 20 hours of consultation services provided by Nick Taylor for the technology upgrade project at the town hall. Seconded by Bill Whitcomb. Motion carried unanimously.

Adjourn

Bill Whitcomb moved to adjourn. Seconded by Dan Hiller. Motion carried. Adjourned at 7:30 p.m.