

Perham Township Minutes
Special Meeting to discuss CARES ACT Grant
September 15th, 2020

Call meeting to order: 7:00 pm

Pledge of Allegiance

Present: Shawn Sweere, Kelvin Rudolph, Kelly Karsnia, Judy Haverland, Marie Ashland, Scott Wilson

Discussion on where/how the Township will allocate CARES Grant funding.

Perham Township was awarded \$21,525.00 of CARES ACT grant funding on September 2nd, 2020.

Board Members discussed and reviewed the requirements and instructions for Local Governments receiving Relief Funds (CRF).

It was determined that the Township can allocate \$282.94 of these monies toward expenses incurred for added protection at the Primary Election. These expenses came from the purchase of plexi glass to build a protective screen, gloves, shields for the Election Judges, finger gel.

It was determined that Perham Township has been displaced from Its usual meeting place, the Perham Area Community Center due to COVID19. In order to continue to operate efficiently, hold meetings, store Township files, and eliminate being displaced again the Township Board discussed options using CARES ACT grant monies to ensure against future displacement.

Scott Wilson presented to the Board the option of renting the facility currently being used to hold monthly Township meetings, which is located at 120 2nd ST SE. Discussion included reduced rent, snow removal, utilities, size of the space to ensure Social Distancing could happen with various types of meetings and elections.

Kelly Karsnia made the motion to sign a contract to rent the space for October, November, and December of 2020 With CARES ACT grant monies and sign a one-year lease from January 1, 2021 through December 31, 2021 at \$675.00 per month.

Second: Kelvin Rudolph **Carried:** Yes **Shawn Sweere abstained from the vote.**

There was discussion of needed furniture and technology for the Township to operate business in the location of 120 2nd St SE. It was determined in the discussion that monies from the CARES ACT grant would pay for furniture and technology in order to operate Township business.

Kelly Karsnia made a motion to purchase 4 fireproof 4 drawer file cabinets, 50 chairs, 10 large folding tables (2'x8'), 6 collapsible voting booths, 2 office chairs, 2 desks (one for the Clerk and one for the Treasurer), 3 Surface Pros (one for each Supervisor), 2 laptops (one for the Clerk and one for the Treasurer), flat monitor (42"), "Perham Township" window cling, presentation monitor, internet (best price/option to be determined), software, box of masks, COVID rated hand sanitizer, COVID rated disinfectant. Final options for purchase to be made at the October meeting.

Second: Shawn Sweere **Carried:** Yes

Roll Call: Shawn Sweere, Kelvin Rudolph, Kelly Karsnia

Adjournment: 8:15 The next meeting will be held October 6th, 2020 at 7:00pm at 120 2nd St SE, Perham.

Submitted by Marie Ashland, Clerk-Perham Township. Submitted as final

