

Dunn Township

Minutes of the regular monthly meeting

Monday, June 13, 2016

The meeting was called to order by Chairman D. Johnson at 7:00 PM

Members Present: D. Johnson, Kvarre, Dalman, Seifert, Herseth, and Treasurer: Peplenjak, Clerk Johnson.

The Pledge of Allegiance was recited by all.

AGENDA: A motion to approve the agenda as presented was made by Dalman, seconded by Seifert and approved.

PREVIOUS MEETING MINUTES: A motion by Dalman and seconded by Seifert, to approve the minutes as presented, carried.

TREASURERS REPORT: Treasurer stated that one CD (\$21,648) was auto-renewed at 1.3% for a 5 year term. A second CD (\$190,000) was cashed out and added to the checking account to help pay bills. Motion then made to approve the Treasurers report as submitted by Seifert and seconded by Herseth, carried.

CLAIMS: A list of claims was presented by the treasurer. It was noted that on the Morris sealcoat invoice, Fish Lake Way was added and thus the billing was higher than bid. Kvarre noted that he had received some complaints on excess materials swept off on to the grass on Fish Lake Rd. Kvarre asked the contractor to clean up. Johnson noted that it was cleaned up and that he received several compliments from residents on Johnson Lane on a job well done. A motion to accept the report as given was then made by Kvarre and seconded by Herseth, motion carried.

CITIZEN'S COMMENTS: The Pelican Lake Property Owners Assoc. (PLPOA) meeting was attended by Supervisor Kvarre. He stated that the Assoc. appointed a liaison to attend Dunn Township monthly meetings. Slides presented at that meeting show that 66% of the township's tax revenue is generated by

PLPOwners. There was also some discussion about the condition of the road on Midland Beach Rd.

PVHD REPORT: The report sent in by Dave Slotten was reviewed by Dave and is on file.

TOWNSHIP ENGINEER REPORT: Engineer Stabnow was not in attendance. Chair Johnson stated that the widening of the Lost Highway Rd was completed. Also, that the County Hwy 9 bids have not yet been let. That probably should happen in early July and Dunn will piggyback to get a better rate.

CORRESPONDENCE – CLERK: 1. The MATT Summer Short Course will be held at the Fergus Falls Location on June 27th. All Supervisors, Clerk and Treasurer will attend. Clerk to get early-bird sign up. 2. A thank you from the PLPOA was received re Kvare attending their meeting. 3. Two Notices of Public Hearing were received. None are under the jurisdiction of the township. 4. MAT membership cards were handed out to all board members.

NEW BUSINESS: 1. Richard Peterson Road Vacation – Richard was in attendance and stated that his neighbors have agreed and he is ready to proceed with the road vacation. He had in possession an email dated June 16, 2015 from the township's attorney explaining the steps in the process. Chair Johnson stated Richard will need to get a petition signed, publish notice of and have a meeting on the vacation. Peterson – surveyor will provide a description of what WON'T be vacated since that will be the easiest way; 'Vacate except for'. Clerk to mail petition form to Peterson. Peterson then questioned the billing that the town sent to him. He felt he shouldn't be responsible for the total bill due to errors made to date in the vacation process and asked that the board review the billing. Herseth – The order to be filed with the county was identical to the original wording. Was the error made by the township or the attorney? Kvare – what caused the confusion hasn't been resolved. The hearing was at the location and it was clear what was supposed to be vacated, but the wording didn't reflect that. Chair – the township will research further. 2. Ditch spraying – Chairman Johnson

stated he has done the spraying for the last 4 or 5 years but cannot continue due to licensing/liability issues. He will spray for thistles this year but not for brushing. Clerk to contact L&M about doing spraying for Dunn in 2017. Dalman stated that Carrs Tree Service is willing to do brushing work. Herseth – township needs to publish where we will be brush spraying this year. Seifert/Dalman to provide clerk with a map of where we will be spraying. Herseth – important to brush to help establish where the ROW by usage/maintenance is. 3. Township received a request from Ripleys, Inc. to bore under Sunset Beach Lane for a sewer system. The township needs to have Ripleys complete an encroachment agreement and pay the filing fee to have it recorded with the county. Clerk to contact Ripley's. 4. Road issues – Dalman stated that a Mr. Bush wants to extend an approach culvert 4 feet and also put an apartment in his pole building. Chair Johnson – If he is not changing the footprint of the building, he should be ok. He needs to get a septic permit from the county. Dalman also reported that there is reported a lot of truck traffic on the Lost Highway, the road is spongy and may need more gravel. Also that it appears there is a culvert on Henry's Hill that is sinking. Supervisors will take a look. Kvarre – the request to extend the culvert should not require township action as long as the approach is not widened. Kvarre reports he was notified that a culvert on Siefert Beach Rd is plugged. Supervisors to take a look. Kvarre – whose responsibility is it to maintain approach culverts in ROW once they have been established? If they are collapsed or rusted through? Clerk to contact attorney for clarification.

OLD BUSINESS: 1. Town Road Policies and Standards. Herseth reviewed our attorney's recommendations and the policy should be ok as reviewed. 2. GIS project update: Herseth – On Poss Beach, Meadowland Surveying finds that both the north and south end of the road needs to be recorded. The middle section is properly recorded. There are two ways to proceed; either by petition or approval at the next annual meeting, followed by a public hearing stating that the township will record the road. This recording would make official the long term usage of the road. There is also a checklist of what the county would need. Herseth stated that the public hearing is for the public to state their opinion on what the township is proposing. How to proceed? Kvarre – most of the owners are here now in the summer rather than at the time of the annual meeting and it would

make sense to proceed now. Herseth – after the public meeting, the township would get the road recorded with the county. If there is a petition it would need the signature of eight property owners. Chair Johnson – town should approach property owners about a petition to get their feeling on that process. Kvarre – made a motion to move forward with the petition process with a target date of our next monthly meeting on July 11th. Seifert seconded. Discussion followed. Kvarre – fill out a fact sheet on the proposal for owners? Herseth – once get a completed petition, town will need to send info to all property owners regarding the public meeting. Chair called the question – motion passed unanimously. 3. Fadness stairs issue. The town received a letter from Fadness dated May 31, 2016 agreeing to change the stairway. A schematic drawing was attached of the proposal and Fadness requests approval from the township before proceeding. Discussion – it appears the stairway will still be in the ROW. Dalman – have Fadness sign a waiver? Kvarre – communication should say; ‘no objection as long as the stairway is not in the ROW’. Chair – town should check with the county to see if Franklin Lake Road ROW is recorded by usage only. Kvarre – we should check to ensure we know what constitutes the ROW and then reply. Herseth to check with the county. 4. Fish Lake Road signage – watch for children. Clerk handed out pictures of the signage. Erickson put up the mileage sign. It is unknown who put up the watch for children signage, but it was without township permission. Chair – just take the sign down? Dalman/Seifert will take the sign down.

TOWN BOARD MATTERS: 1. 460 St. West – A letter was received from Pelican Township stating that Pelican Township would not agree to sharing any costs of overlay or maintenance of 460th St. Chair – Dunn should send a couple supervisors to the next Pelican Township monthly meeting to discuss. Supervisors Herseth & Johnson will attend their next meeting. It is important that any agreement be in writing. 2. Radar Flasher – County has not brought their radar flasher out to Dunn township yet. 3. Short Course – discussed previously under Correspondence. 4. Clerk position update. Clerk Johnson submitted his resignation effective immediately. Since he no longer resides in the township, by Statute, he can no longer be clerk. Deputy Clerk Winter has agreed to take over the Clerks position until the November election. Faye Engkjer will serve as Deputy Clerk and help work the primary and general elections. Seifert made a motion to accept the Clerk’s resignation effective June 13, seconded by Herseth. Motion

passed by a majority vote. 5. Lion's Club monthly meetings – If the local group attempting to form a local Lion's Club can get enough members, they would like to use the town hall for their monthly meetings. They wouldn't be able to pay for usage initially as they are just starting up. Herseth – they are non-profit. Doug Winter stated that Lion's Club's do a lot for the local community. Kvare made a motion to allow the proposed Lion's Club use of the town hall free, except for housekeeping, for a period of one year. Seifert seconded and the motion passed unanimously. 6. Kvare asked that the letter presented to the board at the May meeting be discussed. Kvare asked the Treasurer what the issue regarding lowest bidder was. Treasure reiterated that specifications should be spelled out in the bid request. It would be difficult for a bidder to address issues if they are not spelled out in the bid specifications. Kvare then asked Clerk Johnson about the issue with expense reports. Clerk responded that expense report are not always footed correctly leading to incorrect billings. Also that expenses submitted need to be approved in advance. After some discussion, Chair Johnson stated that there needs to be better communication among board members moving forward. Seifert then made a motion to approve the Kvare expenses related to the Detroit Lakes seminar held in May. Dalman seconded, carried unanimously. Seifert then made a second motion to pay Herseth full compensation for his drive time at the same May seminar. Dalman seconded, carried unanimously.

MEETINGS:

Lions Club meeting – June 15. Dave to open the hall

Stangland hall rental – July 2 at 11am. Sue to open.

Regular monthly meeting: Monday, July 11, 2016

ADJOURN: Dalman made a motion to adjourn the meeting, seconded by Johnson and carried unanimously.

Respectfully Submitted,

_____ Mike Johnson, Clerk

_____ David Johnson, Chairman

