

Dunn Township

Minutes of the regular monthly meeting

Monday, April 13, 2015

The meeting was called to order by Chairman D. Johnson.

Members present: D. Johnson, Kvare, Dalman, Seifert, and Herseth. Treasurer: Peplenjak and Clerk: Johnson.

The Pledge of Allegiance was recited by all present.

**AGENDA:** A motion to approve the agenda was made by Seifert and seconded by Dalman. Motion passed unanimously.

**PREVIOUS MEETING MINUTES:** A motion by Kvare and seconded by Seifert, to approve the minutes as presented, passed unanimously.

**TREASURERS REPORT:** A motion to accept the report as presented was made by Herseth and seconded by Kvare.

**CLAIMS:** A list of claims was presented by the treasurer. A motion was made by Kvare and seconded by Seifert to approve the claims list for payment, passed unanimously.

**CITIZEN CONCERNS/COMMENTS/AGENDA REQUESTS:** . Greg Palmer & Jerry Schock of GMG, Inc (Greater MN Gas, Inc.) asked to speak to the board. GMG currently has a permit to serve the Pelican Lake area. GMG currently serves approx. 6,000 mostly rural customers. In 2016 they plan to offer services to the north side of Pelican Lake. Jerry Schock is the project manager out of their Detroit Lakes office. GMG plans to first put in a main line and then put in service. The expected cost is \$175 to run service from the main to a house. The fee is a one-time hook-up fee for up to 250 ft. Any questions, contact J. Schock. Chairman D. Johnson thanked them for their presentation.

**PELICAN VALLEY HEALTH DISTRICT:** Dave Slotten gave an update on the new building additions plans moving forward. There is some discussion about adding dementia units on the second floor. There would be some costs to secure the rooms and floor. His monthly report is on file.

**TOWNSHIP ENGINEER REPORT:** No report. Misc. info – the culvert on 470<sup>th</sup> St (Lost Hwy) was found and flagged. Rod Larson called re culvert by his residence on Pelican Point. Two culverts steamed out in March – Fish Lake Road and Midland Beach Road.

**CORRESPONDENCE:** 1. Mn Benefit Assoc. 2. Ringdahl ambulance svc 3. T-Mobile/Verison tower work. 4. Historical Society request. 5. West Ottertail Township Assoc meeting.

**NEW BUSINESS:**

1. A Certificate of Insurance listing was reviewed. General liability limits range from \$300k to \$1,000k. MATT suggests a minimum coverage to be acceptable by townships of \$1,000,000. In order to ensure adequate coverage and similarity between bids, it was decided to require a minimum of \$1,000,000. A motion was made by Kvare; effective immediately on all bid requests a minimum of \$1,000,000 of general liability will be required. Motion seconded by Herseth, motion passed unanimously.

2. Bids for Road Ditch mowing. One bid was submitted; Arntson Construction, LLC., for \$36 per mile with \$60 per hour for special requests. Motion to accept bid made by Kvare, seconded by Seifert. Motion passed unanimously.

3. Bids for Crack Sealing. One bid submitted; Arntson Construction, LLC., at \$310 per hour. Motion made by Kvare to accept the bid with one modification; that the township has the option to purchase materials directly with Dunn to pay delivery/freight charges. Modification was acceptable to bidder. Motion with modification was seconded by Seifert. Motion passed unanimously.

4. Bids for lawn mowing. Bids received from Broderick and Sons for \$52.50 per mowing and from Preferred Lawn Service. Motion made by Seifert, seconded by Dalman to accept the Preferred Lawn Service bid of \$45.96 per mowing.

5. Bids for Road Grading. One bid was submitted; Arntson Construction, LLC., for \$89 per hour. Motion to accept bid made by Seifert, seconded by Kvare. Motion passed unanimously.

6. A letter was received from the Otter Tail County Historical Society requesting a contribution from Dunn Township. Dunn contributed \$400 in 2013 and \$0 in 2014. The letter noted that MN State Statute 138.053 allows township funding of county historical societies. A motion was made by Dalman, seconded by Kvare to donate \$500 to the Otter Tail County Historical Society. Motion passed unanimously.

7. The annual spring road tour was set for Saturday, May 2<sup>nd</sup>. Supervisors to meet at the town hall at 8 a.m.

8. The 2015 annual meeting minutes were reviewed by the board.

9. Township Treasurer and Clerk will start the software transition from CTAS 7 to CTAS 8.2. Since vendors will need to be re-input into the new system and Jan – April rekeyed, it is expected that additional 8 time will be needed by the Treasurer and the Clerk to update their respective systems.

10. It was discussed and decided that rather than publish for quotes for dust guard, bids will be solicited from Envirotech, Stenger, Fergus Power Pump and MnDot Magic. Bids to be opened at the next monthly township meeting on May 11<sup>th</sup>.

11. WOTTA meeting. Kvaré attended the West Otter Tail Township Assoc. meeting on April 2<sup>nd</sup> and gave an update of the meeting. The SWCD gave an update on buffer zones to be established on ag land in shoreland areas. Rick West, country public works director presented an update on the country road plan for Otter Tail County. Loren Ingebretson put out a general call for a township to host the regional meeting.

**OLD BUSINESS:**

1. Cleaning Township Hall. Service Masters will come to the town hall to review what needs to be done and give the township a quote for cleaning the hall.
2. The snow plowing contract was reviewed and will be updated.

**TOWN BOARD MATTERS:**

**MEETING:** The next monthly town board meeting will be May 11, 2015.

**ADJOURNED:** Motion by Dalman and seconded by Seifert to adjourn, motion passed unanimously.

Respectfully Submitted,

\_\_\_\_\_ Michael Johnson, Clerk

\_\_\_\_\_ David Johnson, Chairman