

Dunn Township Meeting Minutes
October 14, 2019 at 7:00pm
Dunn Town Hall

Call to Order: The meeting was called to order at 7pm by Chairman D. Johnson. Supervisors present: Herseth, Seifert, Dalman, Nyquist. Treasurer Pepelnjak and Clerk Winter. In the audience: Dave Slotten, (PVHD representative), Randy Arntson and Jeff Stabnow (Township Engineer).

The Pledge of Allegiance: The Pledge of Allegiance was recited.

Agenda – Approval: An item was added under Town Board Matters: Franklin Lake directory advertising. With the addition a motion to approve the agenda as presented was made by R. Dalman and seconded by D. Seifert, motion carried.

Meeting Minutes Approval- Regular meeting, September 9, 2019: A motion to approve the minutes as printed was made by D. Seifert and seconded by R. Herseth, motion carried.

Hearing Minutes Sept 9, 2019, Erickson-Scramstad vacation: A motion to approve the minutes as printed was made by R. Herseth and seconded by D. Seifert, motion carried.

Treasurers Report & Approval: The beginning cash balance was \$444,211.38, Receipts were \$3765.46, interest on investments was \$2,779.40, Disbursement \$10,841.26, with an ending balance of \$437,135.58, outstanding check of \$51.23 which balance with the bank statement at \$437,186.81. The investment account has a balance of \$386,000.00.

Supervisor Herseth asked if we need to draw on our investments to have funds available for the overlay projects this summer. Treasurer Pepelnjak stated that we would get the County tax payment in November which should carry the projects.

Claims List – Approval: Claims with payroll totaling \$59,988.63 which includes half of the semi-annual payment to the Pelican Rapids Fire Dept. The Supervisors thought that the Fire Dept billing was higher than last year

and was supposed to go down this year. We are possibly being billed extra for their new truck. A motion to approve the claims list was made by R. Herseth and seconded by R. Dalman, motion carried.

Citizen Comments/Questions/Agenda Requests:

1. Randy Arntson stated that the overlay being completed this fall is a very good job but suggested that Scambler township uses crushed asphalt for shouldering and it lasts much longer than the class 1 that we have been using.

PVHD Report - Dave Slotten: D. Slotten reviewed his recap of the monthly board of directors meeting.

Township Engineer Report- Jeff Stabnow: J. Stabnow stated that the overlay is complete with shouldering remaining to do. In residential area's where the homeowner keeps the ditch mowed, they will not put shouldering in. Woodlake lane turn-around is set up with driveway services to get overlaid. The Midland beach culvert will be done this fall by Egge Construction. Egge will be doing the needed work on Lake Hills Drive punch list items but they have not started with the work yet.

D. Johnson stated that Edlen Beach rd. near Lance Akers has some bad asphalt with alleagoring. He asked if Jeff could mark the spots that he deems needing repair, we could have Driveway Service take care of it when they are in the township. It is near the Boyd property.

Clerk: 1. Correspondence: List review: The clerk reviewed his list of correspondence items received. There were no items relevant to Dunn township.

New Business:

1. **Road Tour date:** With the bad weather and no mandate to do a second road tour in the fall it will be put off until the Spring Road Tour is done.
2. **Evenson/Ottoson Trail Hearing date:** A tentative date for the hearing was set for November 12, 2019 at 6:30pm. Evenson's attorney needs to set up the notification list and do the notifications for the people listed. D. Johnson will give Evenson our attorney contact information so Evenson's attorney can coordinate the

hearing information with each other. Evenson asked about how the project will be paid for. The chairman stated that the township should pay all of the bills and keep a tally of them for discussion later. We also need to keep track of the supervisor's time and meeting costs associated with the project. Also, we will need to track attorney and engineering billing attributable to the project. Supervisor Nyquist spoke about the project being caused by Mr. Evenson's actions and his building and driveway preventing the use of the turn-around that existed for decades.

3. **Questions on Bills:** Chairman Johnson stated that we need more information shown on bills for work done in the township. An invoice was received stating that stumps were removed. No mention of where or when the work was done. If the Treasurer and Clerk don't call the contractor to get more information the payment could be held up for payment the following month. R. Arntson stated that we need to get a quoted price for crushed rock and other items needed for culvert work and washouts so we can more easily track billing and project costs.

4. **Copy Machine purchase:** A recommendation from the Clerk and Treasurer that we purchase a Sharp copier from Marco. They have the most accessible service department since they are dispatched out of Detroit Lakes. They have the ability to access the copier on line to get copy counts and supply usage so they can place orders for additional toner needs, etc. A motion to approve the purchase from Marco of a Sharp MX 2651 copier/printer for \$3,113.09 less a \$700.00 rebate was made by R. Herseth and seconded by M. Nyquist, motion carried. Marco will also pick up and return our current copier to the lease company at no charge saving the township \$500.00 return cost. Our monthly Service plan will cost \$30.49 and will be locked for the first three years. After three years the increase will be 10% per year. The maintenance covers everything but paper.

Old Business:

1. **Pelican Point Encroachment review, legal fees?** R. Herseth has a draft copy of a license agreement on the Pelican Point Encroachment by Paul Horn. Our attorney thinks a title search will

be beneficial since the property is owned by a trust. It will cost about \$150.00. Mr. Horn stated that he will take the responsibility for any damage to the road or any other problem that appears due to the encroachment.

2. **Ottoson Trail attorney recommendations:** We received our attorneys list of how the project should proceed. He stated that it is Evenson's attorney who should handle all of the issues.
3. **Ryan Welch, Ref: Wood Lake Lane/Re-pave discussion:** This road is not a township road but a portion is used as a turn-around and should be maintained. Driveway Services will make the necessary repairs this fall.
4. **Radar Speed signs:** Ross and Doug will do additional research on radar signs and come up with a recommended sign for the township. A discussion took place in regard to the numerous speed signs that have been installed around the township. There are new signs on County Hwy 20, 31 and 9. Some of the signs on Hwy 9 have many burned out LED bulbs. That should be researched before we make the purchase. A motion to approve the purchase of two signs was made by R. Dalman and seconded by D. Seifert, motion carried.
5. **Midland Beach Tr culvert progress:** Egge Construction has been contracted to do the installation this fall. To date nothing has been done on that project.

Town Board Matters to be addressed:

1. **Donation request, Library, Lynne Ebner:** Ms. Ebner sent copies of a letter to the Supervisor stating that all area townships donate to the Pelican Rapids library except for Dunn and Erhard Grove townships. She was told that it is not legal for a town board to donate public money to a library. The librarian sent an email with a copy of the MAT statute regarding library donations. It is legal for a township to donate to a library for the construction of a library and towns have the authority to contract with a library board to loan materials to residents of the town. Supervisor Herseth reviewed a study that he performed in 2013 where Dunn

Township paid \$46,592 toward the library. Nine other townships also paid to the library system for a total of over \$110,000 paid to the Viking Library System. The county pays into the Viking Library system in the amount of \$150,000. In 2013 the total budget was over \$1,500,000.00 for 11 libraries. They are Alexandria, Browns Valley, Elbow Lake, Fergus Falls, Hancock, Morris, Perham, Wheaton, Glenwood, New Your Mills and Pelican Rapids. Perhaps lobbying should take place at the county level to get a greater share of what the local community is already paying toward the library.

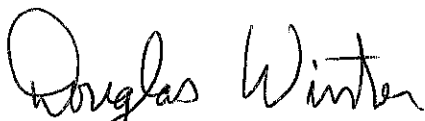
2. **Cartways established thru mapping in 1985-86:** This study will take place at a later time.
3. **Steeple Chase Ln-Hearing fee, Publishing, Recording, Engineering fees:** They have had no hearing due to the roadway being platted with the development. They will have to pay for recording, and any legal fees generated. No engineering since we have our engineer approve the road as we take it into the township road system.
4. **Lake Hills Rd, Hearing fee, Publishing, Recording, Engineering fees:** No hearing since the roadway was platted when the development was established. They will have to pay for the recording of the road. The township will pay for any engineering costs.
5. **Cold Mix-Dalman & Seifert:** Gooslee beach road needs some cold patch to fill some holes. Arntson has some available. It comes from Team Labs.
6. **Sub-contractors billing for projects. Ref: 2018 letter:** We can bill contractors who have an I-9 on file along with a certificate of insurance in the amount of \$1,500,000.
7. **Allen Okke-260th needs gravel:** This will be reviewed when road grading is done.
8. **Franklin Lake directory ad:** A solicitation for advertising was received for the advertisement of the town hall for rental. Cost is

\$125.00 and the ad is in color. A motion to approve the ad was made by D. Seifert and seconded by R. Dalman, motion carried.

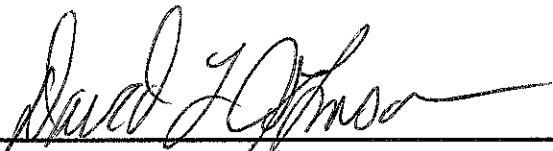
Regular Monthly Meeting Date: November 12, 2019

Adjourn: A motion to adjourn was made by D. Seifert and seconded by M. Nyquist.

Respectfully submitted,



Douglas Winter, Clerk of Dunn Township



David L. Johnson, Chairman of Dunn Township