

Dunn Township
Regular Monthly Meeting
Minutes
February 10, 2020
7:00pm
Dunn Town Hall

Call to Order: The meeting was called to order at 7:00pm by Chairman D. Johnson. Supervisors present were: R. Herseth, D. Seifert and R. Dalman. Supervisor M. Nyquist was absent. Also present was Deputy Treasurer R. Gabe, Clerk D. Winter and in the audience was: Jeff Stabnow (Township Engineer), Jordan Arntson (Dunn Contractor) and D. Slotten (PVHD representative).

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

Agenda – Approval: After reviewing the Agenda a motion to accept it as printed was made by R. Herseth and seconded by D. Seifert, motion carried.

Meeting Minutes Approval- Regular meeting on January 13, 2020: After a review of the prior months minutes a motion was made to approve the minutes as printed was made by R. Dalman and seconded by D. Seifert, motion carried.

Treasurers Report & Approval: The Deputy treasurer reported that the beginning cash balance was \$226,601.18, the receipts for the prior month were \$9,062.23 and disbursements were \$23,919.10. The ending balance was \$211,744.31. There were two outstanding checks totaling \$644.98 and the reconciled bank balance was \$212,389.29.

Claims List – Approval: The Claims list in the amount of \$31,647.35 with payroll was approved by a motion from R. Herseth and a second by D. Seifert, motion carried.

R. Herseth stated that the Radar Speed signs have been delivered and are in D. Johnson's storage building. They will be installed in the spring. Ross stated that square posts have been recommended for installation of the signs.

Citizen Comments/Questions/Agenda Requests: None.

PVHD Report - Dave Slotten: D. Slotten reviewed the recap of the monthly Board of Directors report.

Township Engineer Report- Jeff Stabnow: Mr. Stabnow estimates that the Seal Coating of the 2019 road overlay projects will cost an estimated \$115,000 which includes Scambler townships share of 215th. Scambler township will pay their share of the project costs which is \$12,000. Gosslee needs a full restoration. It is 3500 feet or .67 miles and is estimated at \$170,000 including \$15,000 seal coating. There are some clay areas boiling up and in repairing the road after they are ground down, an inch of crushed concrete acts like a concrete base. East Lake Lizzie has dips in the roadway that will need looking at.

Clerk: 1. Correspondence: List review: Reviewed the list prepared by the Clerk. Several items were hi-lighted with no further action required. Chairman Johnson asked if the Fire Department report is in yet. It has not been received by the township as yet but the clerk will notify the supervisors when it arrives. D. Johnson also stated that there will be a Weed Meeting of the West Otter Tail Township Assoc. in the County Commission room on March 12, 2020.

New Business:

- 1. Certify Election Judges for 2020 Primary on March 3, Primary on August 11 and General Election on November 3, 2020. Nathan Eppler, Ross Herseth, Mike Johnson, Jamie Lund, Kennon Moen, Mary Nyquist, Dale Pepelnjak, Sue Pepelnjak, Diann Streifel, Linda Walz and Doug Winter:** A motion to certify the listed individuals as Election Judges for the 2020 Primaries and the General Election. A motion to approve the list was made by D. Seifert and seconded by R. Herseth, motion carried.
- 2. New Mileage Reimbursement rate as of January 1, 2020 is 57.5 cents per mile:** All supervisors were given a copy of the Internal Revenue Service bulleting stating the rate for mileage in 2020.
- 3. Minnesota Benefit Assoc. annual Life Insurance premium notice:** A motion to continue with the current policy was made by R. Herseth and seconded by R. Dalman, motion carried.

Old Business:

1. **Hearing to vacate and re-dedicate portions of Ottoson Trail:** No action on this Hearing until Otter Tail County requirements have been met.

Town Board Matters to be addressed:

1. **Hall Rental Policy and Application & Rental Rate Update: R. Herseth:**
A change in the fee for Nonprofit groups less than 25 people was reduced to No Charge and No Damage deposit. A motion to approve the revised rental application and Policy as printed was made by R. Herseth and seconded by D. Seifert, motion carried.
2. The Fee Schedule has been revised; the only permit fee changed is the Approach Permit fee which is now \$150.00. A motion to approve as printed was made by R. Dalman and seconded by D. Seifert, motion carried.

Budget Review: R. Herseth reviewed the updated spreadsheet covering the last four years of Receipts and Disbursements. He is proposing a \$10,000 increase in the levy but may need to raise that due to additional road work and other expenses anticipated in 2021. The information will be reworked after the Fire Department report is updated.

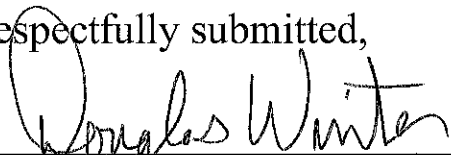
Annual Audit Meeting immediately following this Meeting.

NEXT: Regular Monthly Meeting Date: March 9, 2020 at 7pm

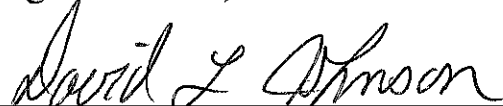
ANNUAL MEETING DATE: March 10, 2020 at 7:00PM

Adjourn: A motion to adjourn was made by D. Seifert and seconded by R. Dalman.

Respectfully submitted,



Douglas Winter, Clerk of Dunn Township



David L. Johnson, Chairman of Dunn Township