

DUNN TOWNSHIP BOARD MEETING MINUTES-APPROVED

OCTOBER 10, 2022 7:00 PM

Board Members present: David Johnson, Ross Herseth, Bob Dalman, Duane Seifert, Mary Nyquist, Susan Pepelnjak, and Clerk Sandy Tingelstad

The Board Meeting was called to order at 6:59 pm by Chairman David Johnson with the Pledge of Allegiance.

Agenda: 1c (Cottage Law?) was added to the agenda. Township Weed Notice was added to Old Business. Bob Dalman made a motion to approve the agenda as printed with the addition of 1c and Weed Notice to Old Business. Duane Seifert seconded the motion. Motion approved.

1a. Road Vacation – Duane Seifert made a motion to approve Resolution 2022-07 – Resolution Issuing an Order Vacating a Certain Portion of East Lake Lizzie Lane and Awarding Damages. Ross Herseth seconded the motion. Motion approved.

1b. Citizen Complaint re: Target Shooting – a citizen brought a complaint to the board re: target shooting on land adjacent to her property. It has been disrupting and bothersome to her animals. Discussion with the citizen by the board. Because the board has no means of enforcement, the board recommended that the citizen call the OTC Sheriff's Dept or DNR.

1c. Cottage Law – A citizen inquired of the board if Dunn Township has a Cottage Law. A Cottage Law allows an individual to sell nonhazardous food, produce, etc without obtaining a food license. Dunn Township has no ordinance that disallows an individual to sell produce or nonhazardous food items.

Clerk Meeting Minutes: Minutes from the September 12, 2022 Board Meeting were presented. Motion by Ross Herseth to approve the Board meeting minutes. The motion was seconded by Bob Dalman. Motion approved.

Treasurer's Report: Treasurer Sue Pepelnjak presented the September, 2022 financial reports and October, 2022 claims for approval. Duane Seifert made a motion to approve the September, 2022 financial reports. Mary Nyquist seconded the motion. Motion approved. Bob Dalman made a motion to approve the October, 2022 claims. Duane Seifert seconded the motion. Motion approved. Sue Pepelnjak requested an appointment of a deputy township treasurer. The board discussed the appointment of Christine Shulstad. Christine is the treasurer of Scambler Township and familiar with CTAs, the township computer software program. Ross Herseth made a motion to appoint Christine Shulstad as Dunn Township Deputy Treasurer. Mary Nyquist seconded the motion. Motion approved. Duane Seifert made a motion to approve Resolution 2022-08 – a resolution to add Christine Shulstad to the Resolution to Establish Property Authority for Financial Accounts. Bob Dalman seconded the motion. Motion approved.

Sue Pepelnjak inquired of the board if some of the Road and Bridge Fund should be invested in a short term investment. After board discussion, Ross Herseth made a motion to invest \$100,000 of the Road and Bridge Fund into a one year investment. Mary Nyquist seconded the motion. Motion approved.

Correspondence: Correspondence was read. No Board action taken.

PVHD Representative Report: Mr. Dave Slotten, PVHD Representative, was present for the board meeting and gave a report on the August 22, and September 1, 2022 board meetings and a financial report for September 30, 2022.

Road Report: 1) Jeff Stabnow-Engineer's Report – Mr. Stabnow gave a current update on the Lost Highway (470th) road project. Board discussion about width of the road. Current road policy sets width at 26' but can be adjusted by the town board. Because of the size and scope of the Lost Highway project, Mr. Stabnow requested additional assistance from Interstate Engineering in Fergus Falls, MN. The town board was receptive to the additional engineering assistance.
2) OTC Highway Dept sent the township Winter Maintenance materials. The board verified the current township road mileage of 49.8 miles and 200 yards of sand and salt at \$40.45 per cubic yard.

Properties Report: No report.

Zoning Report: no report

Other Reports: 1) ARPA Report – no report due until 4/30/2023.

Old Business: 1) Don Moen Plat – OTC Shoreland Management is requesting a letter from the township for approval of the road standards in the Dunn Acres Plat. The board approved a letter to be sent to OTC Shoreland Management stating approval of the road standards in the plat.
2) Bob Dalman discussed the effectiveness of the current township Weed Notice. The board discussed various methods to best inform residents of the township weed ordinance. A decision is tabled until the January or February, 2023 board meetings.

New Business: With winter arriving and decrease in town hall activity, the clerk inquired if the board would like to retain 4 weekly clerk hours during winter months. After discussion, the board decided to retain the current 4 hours per week.

The next Board meeting will be November 14, 2022 at 7:00 pm.

Bob Dalman made a motion to adjourn the meeting. Motion seconded by Duane Seifert.

The checks were signed and the meeting was adjourned at 8:11 pm.

Respectfully submitted by Sandy Tingelstad, Dunn Township Clerk