

## **DUNN TOWNSHIP BOARD MEETING MINUTES-APPROVED**

**MONDAY, APRIL 8, 2024 7:00 PM**

Board Members present: David Johnson, Mary Nyquist, Duane Seifert, Adrian Lund, Bob Dalman, Clerk Sandy Tingelstad, and Treasurer Sue Pepelnjak

The Board Meeting was called to order at 7:00 pm by Chairman David Johnson with the Pledge of Allegiance.

**Agenda Approval:** There were three (3) additions to the agenda. New Business additions: 3) Four **Resolutions Authorizing Contract With Interested Officer Under Minn.Stat. 471.88, subd.5;** 4) Public Comments Rules for Town Board meetings. Road Report addition: 3) Egge Construction 2024 quote for Class 5 gravel.

Duane Seifert made a motion to approve the agenda with the three additions. Mary Nyquist seconded the motion. Motion approved.

**1a. Approve Resolution 2024-01** – Bob Dalman made a motion to approve **Resolution 2024-01 Resolution Issuing An Order Vacating A Portion Of Fish Lake Road And Awarding Damages.** Duane Seifert seconded the motion. Motion approved.

**1b. Ringdahl Ambulance 2024 Contract** – board discussion re: the 2024 Ringdahl Ambulance contract. There will be a meeting April 24, 2024 with Ringdahl Ambulance in Fergus Falls for townships' officials. There will be further board discussion after the meeting with Ringdahl Ambulance.

**Correspondence:** Correspondence from LTAP Exchange and Training Day, Richville Community Center, and Homeland Security Email. No board action taken.

**PVHD Representative Report:** Mr. Dave Sloten, PVHD Representative gave a report on the board meeting and February 29, 2024 financial statements.

**Clerk Meeting Minutes:** Minutes from the March 11, 2024 board meeting were reviewed. Bob Dalman made a motion to approve the meeting minutes. Duane Seifert seconded the motion. Motion approved.

**Treasurer's Report:** Treasurer Sue Pepelnjak presented the March, 2024 financial report and April, 2024 claims for approval. Mary Nyquist made a motion to approve the March, 2024 financial report. Duane Seifert seconded the motion. Motion approved.

Adrian Lund made a motion to approve the April, 2024 claims. Mary Nyquist seconded the motion. Motion approved.

**Road Report:** 1) LRIP Funding – Ross Herseth reported that Dunn township did not receive any LRIP funding. After board discussion, Ross Herseth will reapply for any additional funds that could become available.

2) Spring Road Tour – the Spring Road Tour was set for April 12, 2024 at 9:30am.

3) Class 5 Gravel Quote – Egge Construction submitted a quote for 2024 Class 5 gravel at \$10.87/ton with a fuel surcharge if fuel exceeds \$5.00/gallon. Duane Seifert made a motion to accept the Egge Construction Class 5 quote. Bob Dalman seconded the motion. Motion approved.

**Properties Report:** 1) Schritz Plumbing and Heating will install batteries in the bathroom sinks and toilets.

2) Jude Pare will install a new door knob on the townhall office door.

**Zoning Report:** 1) Zoning Violation Posting Notice on Sites – board discussion to post zoning violation notices at the sites of violation.

**Other Reports:** 1) Weed Report – Bob Dalman reported that a township tour for weed inspection will be done 2) Fire Calls Report – the board reviewed the 2023 fire calls report sent by the City of Pelican Rapids.

**Old Business:** 1) Fish Lake Road violation – discussion by the board for further action by Dunn township. Ross Herseith will set up a telephone conference with township attorneys for future action to be taken by the town board. Ross Herseith, David Johnson, and Adrian Lund will participate in the conference call.

**New Business:** 1). Ringdahl Ambulance meeting and discussion to set up an Ambulance Fund for 2025 – discussion by the board to set up an Ambulance Fund in the township financial statements. In the past, the ambulance contract has been budgeted in the township General Fund, but with ambulance contract increases, the board sees the need to set up an Ambulance Fund in 2025 and budget the ambulance contract separately from the General Fund. 2) Approve and sign **Resolution 2024-02 A Resolution To Establish Compensation For Township Officials** – Bob Dalman made a motion to approve Resolution 2024-02. Adrian Lund seconded the motion. Motion approved. 3) Approve resolutions authorizing contracts with interested officers under Minn. Stat. 471.88, subd 5.

- a. Adrian Lund made a motion to approve the resolutions authorizing contracts with Sandy Tingelstad and Sue Pepelnjak under Minn. Stat. 471.88, subd 5. Bob Dalman seconded the motion. Motion approved.
- b. Duane Seifert made a motion to approve the resolution authorizing a contract with Adrian Lund under Minn. Stat. 471.88, subd 5. Bob Dalman seconded the motion. Adrian Lund abstained from the vote on the motion. Motion approved.
- c. Bob Dalman made a motion to approve the resolution authorizing a contract with Mary Nyquist under Minn. Stat. 471.88, subd 5. Duane Seifert seconded the motion. Mary Nyquist abstained from the vote on the motion. Motion approved.

4) Public Comment Rules – Adrian Lund addressed the board re: Public Comment Rules for township meeting. The MATs attorney reviewed the public comments rules for township meetings with all township supervisors at the MATs Spring Training course. After board discussion re: the meeting rules, a township resolution will be drawn up and acted upon at the next town board meeting.

The next Board meeting will be May 13, 2024 at 7:00 pm.

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

The checks were signed and the meeting was adjourned at.

Respectfully submitted by Sandy Tingelstad, Dunn Township Clerk

As on 3/31/2024

| Fund                               | Beginning<br>Balance | Receipts  | Sale of<br>Investments | Transfers In | Disbursements | Purchase of<br>Investments | Transfers Out | Ending Balance | Investment<br>Balance | Total Balance |
|------------------------------------|----------------------|-----------|------------------------|--------------|---------------|----------------------------|---------------|----------------|-----------------------|---------------|
| General Fund                       | 83,256.39            | 1,868.66  | 0.00                   | 0.00         | 15,173.41     | 0.00                       | 0.00          | 69,951.64      | 0.00                  | 69,951.64     |
| Road and Bridge                    | (76,759.44)          | 44,762.85 | 150,000.00             | 0.00         | 123,892.25    | 0.00                       | 0.00          | (5,888.84)     | 203,800.00            | 197,911.16    |
| Fire Fund                          | 31,162.30            | 746.46    | 0.00                   | 0.00         | 36,251.71     | 0.00                       | 0.00          | (4,342.95)     | 0.00                  | (4,342.95)    |
| Emergency Road and Bridge<br>Fund  | 0.00                 | 0.00      | 0.00                   | 0.00         | 0.00          | 0.00                       | 0.00          | 0.00           | 110,000.00            | 110,000.00    |
| ARPA - American Rescue Plan<br>Act | 0.00                 | 0.00      | 0.00                   | 0.00         | 0.00          | 0.00                       | 0.00          | 0.00           | 0.00                  | 0.00          |
| Total :                            | 37,659.25            | 47,377.97 | 150,000.00             | 0.00         | 175,317.37    | 0.00                       | 0.00          | 59,719.85      | 313,800.00            | 373,519.85    |