

DUNN TOWNSHIP BOARD MEETING MINUTES-APPROVED

MONDAY, NOVEMBER 10, 2025 7:00 PM

Board Members present: David Johnson, Bob Dalman, Adrian Lund, Duane Seifert, 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:

Bob Dalman made a motion to approve the agenda. Adrian Lund seconded the motion. Motion approved.

Correspondence: Correspondences were read. No board action taken.

PVHD Representative Report: Mr. Dave Sloten, PVHD Representative gave a report on the 10/27/2025 board meeting and September 30, 2025 financial statements.

Clerk Meeting Minutes: Minutes from the October 13, 2025 meeting were reviewed. Duane Seifert made a motion to approve the October 13, 2025 board meeting minutes. Bob Dalman seconded the motion. Motion approved.

Treasurer's Report: Treasurer Sue Pepelnjak presented the October, 2025 financial report and November, 2025 claims for approval.

Adrian Lund made a motion to approve the October, 2025 financial report. Duane Seifert seconded the motion. Motion approved.

Bob Dalman made a motion to approve the November, 2025 claims. Adrian Lund seconded the motion. Motion approved.

Road Report: 1) West 470th St Survey-board discussion

2) OTC Hwy Dept 2026 Signs and Posts-township will not order signs and posts for 2026

3) OTC Hwy Dept 2026 Seal Coat and Traffic Marking Projects-township will not order seal coat or traffic marking projects for 2026

4) OTC Hwy Dept 2026 Winter Maint. Agreement-Adrian Lund made a motion to approve Resolution 2025-02 OTC Winter Maintenance Agreement (200 yds of winter sand @ \$51.34/cu yd and 20 yds of straight salt @ \$153.09/cu yd). Duane Seifert seconded the motion. Motion approved.

5) Board will approve Resolution 2025-03 Resolution Temporarily Closing Minimum Maint. Roads During Winter Months at the December board meeting.

Properties Report: 1) TCH quote for east townhall door-quote from TCH to replace east townhall door with a commercial fire code door that includes an automatic closer and commercial door lock-quote installed was \$4,621.95. Board discussion. Adrian Lund made a motion to accept the quote from TCH and install a new east townhall door. Bob Dalman seconded the motion. Motion approved.

Zoning Report: 1) No zoning report.

Other Reports: 1) No Other Reports.

Old Business: 1) Fire Hydrant discussion tabled 2) OTC Voter Allocation agreement-Adrian Lund made a motion to allocate Dunn Township's portion of monies allocated from the MN Secretary of State to Otter Tail County Auditor/Treasurer. Duane Seifert seconded the motion. Motion approved.

New Business: 1) Reorganization meeting date – the date was set for December 8 immediately following the board meeting.

2) Winter board meeting time – Adrian Lund made a motion to set Town board meeting time to 6:00pm for the months of December through March. Duane Seifert seconded the motion. Motion approved.

3) Winter clerk hours – Sandy's clerk hours for December through February will be Mondays from 9-11am. Sandy will change the greeting on the townhall phone to notify callers of new hours and David's number to call in the event of road issues.

4) Resolution 2025-04 Resolution for Paid Leave Premium Sharing - Adrian Lund made a motion to approve Resolution 2025-04. Bob Dalman seconded the motion. Motion approved.

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

The checks were signed and the meeting was adjourned at 8:21 pm.

Respectfully submitted by Sandy Tingelstad, Dunn Township Clerk

Next Board meeting is December 8, 2025 at 6pm.

2026 Reorganization Meeting to follow the Board Meeting.

As on 11/30/2025

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	58,328.64	45,143.50	0.00	0.00	80,553.58	0.00	0.00	22,918.56	0.00	22,918.56
Road and Bridge	53,012.76	696,034.03	250,000.00	0.00	178,466.40	0.00	0.00	820,580.39	0.00	820,580.39
Fire Fund	21,079.80	69,045.61	0.00	0.00	32,088.94	0.00	0.00	58,036.47	0.00	58,036.47
Emergency Road and Bridge Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	116,395.89	116,395.89
Ambulance Fund	0.00	48,583.71	0.00	0.00	14,065.00	0.00	0.00	34,518.71	0.00	34,518.71
Total :	132,421.20	858,806.85	250,000.00	0.00	305,173.92	0.00	0.00	936,054.13	116,395.89	1,052,450.02