

Dunn Township

Minutes of the regular monthly meeting

Tuesday, October 13, 2015

The meeting was called to order by Chairman D. Johnson.

Members present: D. Johnson, Kvaré, Dalman, Seifert and Herseth. Treasurer: Peplenjak, Clerk: Johnson and township engineer Stabnow.

The Pledge of Allegiance was recited by all present.

**AGENDA:** A request was made to add Haugrud snowplowing contract under new business and Ottoson Road Spraying under old business. With those changes, a motion to approve the agenda was made by Kvaré and seconded by Seifert. Motion passed unanimously.

**PREVIOUS MEETING MINUTES:** A motion by Kvaré and seconded by Dalman to approve the minutes as presented, passed unanimously.

**TREASURERS REPORT:** A motion to accept the report as presented was made by Seifert and seconded by Kvaré. Unanimous approval.

**CLAIMS:** A list of claims was presented by the treasurer. 3<sup>rd</sup> quarter Payroll taxes (EFTPS) was added to the claims list. A motion was made by Kvaré and seconded by Herseth to approve the claims list for payment, passed unanimously.

**CITIZEN CONCERNS/COMMENTS/AGENDA REQUESTS:**

Auddie Cox asked the board what constituted a road easement. It was stated that generally the township maintains the Right of Way (ROW) 33 feet from the center line of the road. However, there are instances when the ROW is simply by usage rather than the standard 33 ft. For instance, if there was a tree or rock that protruded in to the ROW, that obstacle would limit the width of the ROW maintained by the township.

**PELICAN VALLEY HEALTH DISTRICT:** Dave Slotten stated that a budget had been prepared and that the PVHD is budgeted to show a profit for the next fiscal year. That the budget committee felt their budget was conservative. Clerk Johnson reminded our representative that the current year's budget was also supposed to be positive and is showing a year to date loss of over \$540K. Slotten's monthly report is on file.

**TOWNSHIP ENGINEER REPORT:** Striping – E. Lake Lizzie Rd and Fish Lake Road striping has been completed. Wood Lake Lane will be paved this week. Road work quotes to be addressed under Old Business.

**CORRESPONDENCE:** 1. Letter explaining the OT County Sheriff's Office Citizens Academy 2. Several notices of variances, none impact Dunn roads. 3. A notice that the Spring MATT training for township supervisors offers a \$50 rebate for taking the New Officer Training Course 4. A letter from the Pelican Rapids clerk notifying Dunn of non-payment of fire call charge.

**NEW BUSINESS:**

1. Road Acceptance Moratorium – Township attorney suggested that Dunn simply pass a motion to suspend requests to take on additional roads until the road policy has been updated. Will Blasczyk; what is the timeline for the policy update? Herseth; January 1<sup>st</sup>. Kvarre; policy does need updating and Dunn should establish a moratorium. Motion was made, by Seifert, to suspend any requests for Dunn to accept additional roads until the road policy has been updated. Seconded by Herseth. Herseth; policy can be adopted by resolution. Dunn may need special meeting of the board to work out issues. Cox; would like special meeting of residents to allow input. Herseth; policy is fairly restrictive due to state statute requirements. After discussion, motion passed unanimously.

2. Dunn Town hall property valuation. The Minnesota Association of Townships Insurance & Bond Trust (MATIT) informed the board via letter that the Dunn town hall property replacement cost has been recalculated. As a result, the annual premium increases by \$135. At issue; does the board want to insure for replacement value and what should the deductible be. Herseth; we should go

with a higher deductible (currently \$250). Kvare; agree – we should consider a \$2,500 deductible. Letter from MATIT states that a \$2,500 deductible would decrease the premium by approx. 15%. After an initial motion was made and withdrawn to increase the deductible (Kvare, Seifert), Kvare made a motion to approve Resolution 2015-05 to increase the deductible to \$2,500 and go with replacement cost. Motion seconded by Seifert. Motion passed unanimously.

3. Roger Erickson – Fish Lake Rd speed limit request. Roger addressed the board and stated that the speeds on FL Road are increasing; that there aren't enough speed limit signs on the road, especially along the hill and curve by his residence. Roger purchased 3 30 mph signs and a 25mph curve sign. He requested that Dunn accept a donation of his signs and place them along the curve. Chairman Johnson stated that Dun had a road sign survey done by a third party (Anderson Passe) several years ago and placed signs as per the survey. Kvare; we recognize the problem. The county has a portable speed limit sign that can be rented. It seems not many drivers pay attention to the speed limit signs. Dalman; isn't there a sign coming down that hill? Erickson; no it has been taken down.

Dalman; people are speeding along that stretch and additional signs should be put up. Clerk Johnson; Making an exception invites other requests. Signs don't slow people down. Herseth; there are permanent 'slo-down' signs that could be effective. Kvare; Sherry Trepp of the PLPOA stated that they have discussed ways to slow down drivers around Pelican Lake and are looking in to it further. Kvare; put up one or two signs. Treat as an experiment and monitor the effectiveness. Can always take them down. After further discussion, Kvare made a motion to put up the signs on an experimental basis. Seconded by Dalman. Clerk stated that the signs need to meet township specifications. Erickson will provide a copy of the invoice. Erickson to call Gopher State One Call to mark post areas. Motion passed unanimously.

4. Poss Beach tree issue; Kvare shared that there is a tree in the ROW on Poss Beach that needs to be removed. Kvare believes that township has a dedicated ROW. LREC is willing to share in the cost of taking the tree down. Clerk to check with the county as to ownership/easement on that section of the road and report back to the town board.

5. Haugrud snow plowing contract. Vic is willing to continue his contract with the township but needs to know our plans. Motion made by Dalman seconded by Kvare to have Haugrud plow again this upcoming year at the same rates and conditions. Clerk to contact Haugrud. Motion passed unanimously.

### **OLD BUSINESS:**

1. Road work quotes for 215<sup>th</sup> Ave and 470<sup>th</sup> St. were opened.

- 215<sup>th</sup> Ave – Quotes were received from Egge Construction and Dunn Transfer. Dunn Transfer submitted the lowest bid. Motion was made by Herseth and seconded by Seifert to accept the bid from Dunn Transfer. – 470<sup>th</sup> Ave – Quotes were received from Egge Construction and Arntson Construction. Motion was made by Seifert to accept the lowest bid submitted by Egge. Seconded by Dalman, passed unanimously. Engineer Stabnow stated that these bids are for unit price only and that the quantities may change.

2. Fadness stairs; Mr/Mrs Fadness were in attendance. Arntson (snow plow contractor) stated that the rocks adjoining the stairs should be removed before freeze up. Fadness; we hired professionals to install the stairway and assumed they would get necessary permits. Clerk; Township does have an encroachment agreement that states landowner assumes all liability for articles in ROW. Chairman Johnson; one option would be to have an encroachment agreement signed. Fadness stated the stairs are 9 to 12 feet from tar and acknowledged that he is aware his stairs is in the ROW. Kvare; I struggle with the fairness of allowing this type of encroachment when we have not allowed in other instances. Dunn needs to be fair to all its residents. Dalman; Fadness should sign the encroachment agreement. Kvare; would a variance be applicable in this instance? Chair Johnson; the options appear to be sign an encroachment agreement, apply for a variance or remove the stairs. Fadness repeated that he had professionals install the stairs. Engineer Stabnow – these stairs will continue to be a hazard. Kvare; suggests a variance procedure with public input and meeting, notification of landowners, etc. Fadness; how do we get the township to take over our road? Herseth; the township just put a road acceptance moratorium in place. Kvare; we should have our attorney review this stair issue and let us know what our options

are. Would an encroachment agreement/ variance be a possibility? Clerk to check with township attorney and report back to the board at November monthly meeting.

3.Security System. Clerk handed out security code to all supervisors and Treasurer and will go over the procedure to set/disable alarm at their convenience.

4.Rental Policy Review – Herseth changed the costs of rental and deposit. And reviewed the new cost structure with the board. Kvaré made a motion to accept the revised rental policy as submitted. Seconded by Seifert and accepted unanimously.

5.GIS project update. Herseth – Nothing further to report at this time.

6.Blasczyk road – Township attorney wrote a note stating the town cannot plow a non-township road without being fully responsible for maintaining the road. Blasczyk – will wait until the road policy has been revised before addressing further.

7.Ottoson Road spraying. Blasczyk asked what the pattern was for spraying. Chair Johnson replied 10 foot deep by 12 foot high. Blasczyk; what does spray do? Chair; burns off encroaching foliage. Blasczyk; has anyone read the cautions and warnings. Chair; not word for word. Chairman Johnson then stated that this is the third meeting in a row that Blasczyk has spoken about spraying on Ottoson road and that due to time considerations he would have 5 minutes to complete his questions. Herseth; what do you want the township to do? Kvaré; what is the issue? Blasczyk; Toxicity of the spray. There should be notification of the landowners. Chair; we will do a better job of notification in the future.

### **TOWN BOARD MATTERS:**

1. 2015 MAT Annual conference to be held at Arrowwood in Alexandria. Clerk Johnson authorized to attend the sessions on Friday, Nov 20<sup>th</sup>.

2. Pelican Lake Assoc. (PLPOA) requesting that Dunn support by placing an ad in their directory. Dunn has for the past several years. Kvale made a motion to place an ad of the same size in the PLOPA Directory. Seconded by Herseth, passed unanimously.

3. Fall road tour set for Saturday, November 14. Supervisors to meet at the Dunn town hall at 8a.m.

4. Chairman Johnson – 3 certified letters went out to a landowner asking him to remove his thistles. All letters returned unopened. Next year start the process earlier so that township/county can take action.

**MEETINGS:**

The next monthly town board meeting will be Monday, November 9, 2015.

**ADJOURNED:** Motion by Seifert and seconded by Dalman to adjourn, motion passed unanimously.

Respectfully Submitted,

\_\_\_\_\_ Michael Johnson, Clerk

\_\_\_\_\_ David Johnson, Chairman