

**DUNN TOWNSHIP
MEETING MINUTES
MONDAY, NOVEMBER 13, 2017
DUNN TOWN HALL 7:00 pm**

Call to Order: The meeting was called to order by Chairman David Johnson. All supervisors were in attendance as were the Treasurer and Deputy Clerk and several citizens.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Agenda – Approval: A motion to accept the agenda as presented was made by C. Kvare and seconded by D. Seifert. Motion carried.

Meeting Minutes – Approval: Approve the minutes of the October 10, 2017 meeting. A motion was made to approve the minutes as presented with one change; that on the Steeple Chase item, wording be changed to ‘proceed on the acceptance process’. Motion made by Kvare and seconded by R. Herseth. Motion carried.

Treasurer’s Report – Presented by S. Peplanjak. Discussion; Peplanjak; we received a check for \$202,000 for 2nd half tax receipts from the county. Should we buy a CD? Johnson; We still have outstanding bills for paving old 59 and from Egge’s construction. Kvare; wait until after the fall road tour to make a recommendation on investing in a CD. A motion to approve the Treasurer’s Report as presented was made by Seifert and seconded by B. Dalman. Motion carried.

Claims List – Approval: Presented by Pepelnjak. A motion to approve the Claims List was made by Kvare and seconded by Seifert. Motion carried.

Citizen Comments/Questions/Agenda Requests

1. None

Township Engineer Report – Engineer Stabnow not present.

PVHD Report Recap – presented by D. Slotten. His report is on file. Slotten stated that the Ecumen contract is being reviewed. Ecumen is currently going through a reorganization process. Kvaré; is the contract substantial? Slotten; yes. Kvaré; would urge PHVD to shop for better management. Seifert; when does the current contract expire? Slotten; at the end of the current year. Kvaré; it seems that privately owned homes are surviving on their own, how are they doing that? Kvaré; the current year loss is \$400,000? Slotten; appears it will be closer to \$350,000.

Correspondence –The Deputy Clerk noted that the West Otter Tail Township Assoc. fall annual meeting would be Nov 21st in Fergus Falls. Also, that the township received a letter asking for support for the use of a GPI (Genuine Progress Indicator) vs what is currently being used, the GSP/GDP (Gross State Product/Gross Domestic Product). Herseth; one of the difficulties of using a GPI indicator is measuring ‘progress’.

New Business:

1. OTC Winter Salt/Sand and other county services contracts. A memo was received asking that the township fill out a Winter Maintenance Agreement listing the quantities of salt/sand to be provided to the township by the county. Approx. cost at \$31.00 per cubic yard. Johnson; Dunn usually uses about 200 yards a year. Kvaré; Dunn had a surplus last year, but we aren’t charged if not used. This is to give the county an approx. number. It was agreed we would request 200 yards again this year. Chairman Johnson; we won’t use any of the other services offered.

Old Business.

1. Website update. Supervisor Herseth provided a visual review of each section of the new Dunn Township website including the disclaimer present on each page. Herseth; the process needed to make changes to the website needs to be reviewed and updated. A video on ‘how to’ is being developed.
2. Township landscaping billing. Chairman Johnson; the actual billing is quite a bit higher than the estimate provided. Labor charges are quite a bit higher. Kvaré; is it possible a mistake was made in billing? Johnson;

The provider had to redo post placement twice. Herseth suggested that we should pay the material billing but use the estimate for the labor charges. Kvare; why is there a freight charge? The materials were probably picked up from Egge's. Seifert; we should pay as per the estimate. Kvare; we should contact the provider to explain the labor charges. Johnson; I will contact the provider regarding the labor charges. Dalman; can we meet during our road tour? Dalman to contact provider to set up a meeting.

Town Board Matters to be addressed:

1. Fish Lake Road/Viken Bay Beach Vacation hearing. This vacation process has been put on hold until the December monthly meeting.
2. Steeple Chase Lane Road Petition. Chairman Johnson; The petition presented to the board is not complete. A legal description needs to be attached. D. Barta will e-mail plat to the township. Chairman Johnson; purpose and necessity section of petition, 'for township to maintain..'. D. Barta; no maintenance can be done until the engineers requirements can be met? Johnson; that is correct. Gravel will have to be added to the road and trees removed. Herseth; in addition to gravel, there are some soft spots in the road that need to be dug out and stabilized. Kavre; we should be able to provide a list to the petitioners of what needs to be done after we hold the fall road tour. G. Barta; can gravelling still be done this late in the fall? Johnson; Yes, but if you apply gravel over frozen ground, the gravel will not bind to the road and will get swept off by the snow plow. Johnson; township will send a list of requirements to D. Barta after the road tour.
3. MNDOT request for township map update. Clerk stated that MNDOT would like the township to review their township map and update road names and places as necessary. Johnson and Seifert will review and submit before the November 30th deadline.
4. Publishing of monthly meeting notice. Clerk has reviewed the statutes and it is not required that monthly meeting dates/times be published. They do need to be posted. Up until recently it has been the practice of the township to post and publish monthly meeting dates. Should Dunn post and publish meeting dates & times? Johnson; should we continue to publish? Kvare; how many people are actually reading the published ads? Chair; the dates/times are posted at the town hall, at Lakeland and

on the township website. Kvre; we could save the expense of publishing and use to update the website. A roll was called and found unanimous to post notice only. Kvre; how about special or annual meetings? Clerk; those still need to be published as per statutes.

5. Spidahl Cartway hearing update. Herse; only two of five of the interested parties were served with notice of the hearing. The attorneys for the township and for Spidahl have agreed to continue the hearing to a future date. The Planning Commission will meet as scheduled on November 15 to decide on the continuation date. Kvre; the township needs to hire private services to serve notice as the current process isn't working well. The fee schedule needs to be updated to reflect those services. Herse; state law requires 10 days' notice. Attorneys need to send out notice 20 days or so in advance. Johnson; how do we treat a continuation of a hearing for expense reporting purposes? Kvre; if recess, it is the same hearing. If adjourn, a second meeting. Herse; we will need to recess this hearing, not adjourn it. Treasurer Pepelnjak; it is important that all supervisors track their time for these special meetings so that it can be billed properly.

Meetings: Next Regular Monthly Meeting Date:

1. December 11, 2017 at 7:00pm.
2. Road tour, November 15, 2017.
3. Public hearing for Spidahl Cartway on November 15 at 2:30 following the fall road tour.

Adjourn: A motion was made by Dalman and seconded by Seifert. Motion carried.

Respectfully Submitted,

Michael Johnson, Deputy Clerk of Dunn Township

David Johnson, Chairman of Dunn Township Board

