

Dunn Township  
Meeting Minutes  
February 13, 2017  
Dunn Town Hall 7:00 pm

Call to Order: The meeting was called to order by Chairman Johnson

Pledge of Allegiance: The Pledge of Allegiance was recited by all in attendance.

Agenda – Approval: With the addition of one item under Town Board Matters, a Motion to approve as amended was made by Kvare and seconded by Seifert, Carried

Previous Meeting Minutes- Approval: On a motion by Dalman and seconded by Herseth the minute of the previous meeting were approved as presented

Treasurers Report –Approval: A motion was made by Kvare and seconded by Seifert to approve the Treasurers report as presented, carried.

Claims List – Approval: A motion by Kvare and seconded by Seifert to approve the Claims as presented, carried.

Citizen Comments/Questions/Agenda Requests: Caitlin Norby, Fairhills Liquor License Approval: A motion by Herseth and seconded by Seifert to approve the Liquor License application for Fairhill Resort was approved.

PVHD Report - Dave Slotten Reviewed his report for the month of January 2017.

Township Engineer Report- Jeff Stabnow: Mr. Stabnow stated that on Wednesday, February 15<sup>th</sup>, Otter Tail County will be taking bids for paving on Co. Highway 9. This will give the township a good indication of the pricing for the summer construction season and will give the residents of Puppy Point a pricing estimate on their project.

Correspondence- Clerk: two items for upcoming meetings were presented by the Clerk. The Western Otter Tail County Township Association will hold it spring meeting on March 23, 2017. Also mentioned was the Minnesota Association of Townships Short Course will be coming to various locations around the state between March 20 and April 7, 2017. More information will follow. The closes location to Dunn Township will be in Mahnomen's Shooting Star on April 3<sup>rd</sup>.

New Business:

1. Lap Top Computer for Treasurer: The Treasurer presented a quote for a new Laptop computer for the Treasurers use. Now the second set of accounting records is being kept on her personal computer in her home. The cost would be \$907.58 and includes maintenance for 3 years and software licensing for the same period. A motion was made by Herseth and seconded by Seifert to authorize the purchase. Motion carried.

Old Business:

1. Fadness Stairs, letter sent by attorney: The letter was reviewed and it was mentioned that Mr. Fadness has just returned from travel and should have the letter. We will await a response.
2. Approve Survey bid for Fish Lake Rd: A survey bid was received for the section of the Fish Lake Rd from Otter Tail County 31 to the property of Dirk Lenthe, the amount of the bid is \$5,900.00. A motion by Seifert and seconded by Kvarre to accept the bid and proceed with the project, carried.

Town Board Matters to be addressed: 1. Budget and 2018 Levy, the 2018 Budget was presented by Herseth and discussed at length a copy of which is attached to these minutes. A motion by Kvarre and seconded by Dalman to keep the levy at \$500,000 and present it to the citizens of Dunn Township at the Annual Meeting on March 14, 2017, carried.

2. Sunset Beach Addition: Mr. Jeff Bolgrean has purchased property near the end of Sunset Beach Trail and needs to have the extension of the trail designated as a road, cart way or trail designated and recorded with the County Recorder in order to complete financing on the property. A motion by Herseth and seconded by Kvarre to approve the following Resolution, Number 2017-1. Motion carried.

**DUNN TOWNSHIP, OTTER TAIL COUNTY, MINNESOTA RESOLUTION  
DEDICATING THE EXTENSION OF A TOWN ROAD  
PURSUANT TO MINNESOTA STATUTES 160.05  
DEDICATED BY USE**

**RESOLUTION NUMBER 2017-01**

**At a town board meeting of Dunn Township in Otter Tail County Minnesota, held on the 13<sup>th</sup> day of February 2017 at 7:00PM at the town hall in the said township, Supervisors Herseth introduced and moved the adoption of the following Resolution, which was seconded by Supervisor Kvarre and unanimously adopted by the town board of supervisors.**

**Whereas, Minnesota Statute 160.05 authorizes a town board, as a road authority, to establish and maintain town roads for the benefit of the public, and**

**Whereas, Dunn Township in Otter Tail County, Minnesota, contains a number of roads; and**

**Whereas, Dunn Township declares a number of these roads as town roads and maintains said roads; and**

**Whereas, these roads have been used by the public; and**

**Whereas, roads have been repaired and maintained for in excess of six years**

**Now, Therefore, BE IT RESOLVED THAT THE UNRECORDED EXTENSION OF SUNSET BEACH TRAIL IN SECTION 29 OF DUNN TOWNSHIP BE ESTABLISHED AS A PUBLIC ROADWAY IN DUNN TOWNSHIP AND AFTER SURVEY AUTHENTICATION, THE ROADWAY SHALL BE RECORDED AS A TOWNSHIP ROAD.**

**Dunn Township does hereby adopt this resolution by a 5-0 vote of the five Board members.**

**Adopted by the Board of Supervisors of Dunn Township, Otter Tail County, Minnesota, on this 13<sup>th</sup> day of February, 2017.**

**David L. Johnson, Chairman of Dunn Township**

**Douglas Winter, Clerk of Dunn Township**

3. Zoning Ordinance Changes: A discussion on proposed ordinance changes that would bring the township into a closer alignment with the county zoning regulations took place. Kvale questions the present ordinance where it talks about a non-conforming structure that is destroyed by over 50% the landowner should only build according to a conditional use permit. You cannot rebuild without applying for a variance. Another item describes Practical difficulties which brings many more questions. Ross and Charles will meet to formulate questions for the Peter's Law Firm to get their opinion on the proposed changes to conform with the county wording on their zoning ordinance. Jeff Stabnow recommended that the developers of property who want to build roads in developments should be required to have on-going inspections to assure that the base of the roadway conforms with our road standards and each phase of the construction be inspected to verify the proper methods of construction.

The Fire Department meeting will be on February 22<sup>nd</sup> at 7:00p.m. Ross Herseth and Bob Dalman will attend.

Adjourn: A motion by Kvale and seconded by Dalman to Adjourn, carried.

Meetings: Annual Audit meeting following this regular meeting.  
Next Regular Monthly Meeting Date: Mar. 13, 2017, 7 p.m.  
Annual Taxpayers meeting, Tuesday, Mar. 14, 2017, 7 p.m.

Respectfully Submitted,

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Douglas Winter

Dunn Township Clerk

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David Johnson

Dunn Township Chairman