

**Dunn Township
Meeting Minutes
Monday, July 9, 2018
Dunn Town Hall 7:00 pm**

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

In attendance: Supervisors Kvaré, Herseth, Dalman & Seifert. Treasurer Pepelnjak, Clerk Winter. In the audience: Elise Erickson, Kenneth Senn, John Kvaré, Dave Slotten.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Agenda – Approval: A motion to approve the agenda as presented was made by C. Kvaré and seconded by R. Herseth, motion carried.

Meeting Minutes: Approve the Minutes of the June 11, 2018 meeting: A motion to approve the meeting minutes for the June 11, 2018 meeting was made by C. Kvaré and seconded by D. Seifert, motion carried.

Treasurer's Report – Approval: In addition to the printed report the treasurer stated that CD's were renewed for the emergency fund and the Road and Bridge fund. A motion to approve as presented was made by R. Herseth and seconded by B. Dalman, motion carried

Claims List Approval: The Claims List for Approval was reviewed by the supervisors. The billing from Assurity Life Insurance was discussed by Treasurer Pepelnjak. Three supervisors are covered by the policy (Kvaré, Johnson and Dalman). The policy is no longer being sold by Assurity and is not available to the other members of the board. It was decided to cancel the policy for the three supervisors. A motion was made by D. Seifert and seconded by C. Kvaré, to cancel the policy. A motion was made by C. Kvaré and seconded by D. Seifert to approve the Claims list, motion carried.

Citizen Comments/Questions/Agenda Requests: None.

Township Engineer Report- Jeff Stabnow: Mr. Stabnow reported that Steeple Chase Lane has had half of the gravel deemed necessary installed. The other half will be installed at a later date.

The Labrador Beach Road residents are unhappy with the shouldering so the township will hold off until they get the issues settled.

Birch Grove Culvert needs to be extended on the down stream end and the bank needs file.

Pelican Point Road was discussed at length. Areas of the road are bad, it was suggested that a hot oil with crushed granite be installed to fill the low spots. The chairman suggested digging down several feet and back filling the soft base. Kvare told about a diamond repair that had sunk. It seems that heavy trucks are causing the damage. It is too extensive and showed up after the Spring Road Tour. Mr. Poolman, who lives in the area of the bad road, is from a trucking family and knows the damage of heavy hauling. Proper repairs would be to cut the road bed down 3 feet or where they run into good material and back fill with good granular material. We should get a bid on repairing the bad area. Jeff will do a feasibility study on the repairs needed. When repairs are made they should start after the Labor Day and leave it open over the winter months to let it settle and do the overlay the following summer.

PVHD Report Recap – Dave Slotten: Mr. Slotten reviewed the monthly Board of Directors meeting recap and financial information. A motion was made by C. Kvare and seconded by D. Seifert to approve the report, motion carried.

Correspondence- Clerk: See list of items: The correspondence list provided by the clerk was reviewed by the supervisors. R. Herseth requested additional information about the variance hearing announced by the Otter Tail County Planning Commission. It was for a variance on Franklin Lake Rd number 25131 and was a request to divide property into two pieces with one parcel less than 5 acres in size.

New Business:

- 1. Lakeland General Store 3.2 beer license renewal:** A motion to approve the renewal of the 3.2 beer license was made by C. Kvare and seconded by D. Seifert, motion carried.
- 2. Fiber Optic installation at town hall. \$75.00 for life high speed available:** The proposal received by the Clerk was for a three-year contract from Arvig was discussed. The \$75.00 per month for life is not offered to business customers. The high-speed internet will cost \$51.00 per month. A motion to approve the change was made by R. Herseth and seconded by D. Seifert, motion carried

3. State Demographers Report: Population on April 1, 2017 – 901, Households 432: The board reviewed the report received from the State Demographers office.

4. Hearing July 2, 2018, Peterson Parkway Cartway vacation:

A motion to approve the minutes of the Peterson Cartway Vacation hearing was made by R. Herseth and seconded by D. Seifert, motion carried

A motion made by R. Herseth and seconded by C. Kvare to adopt the following motion:

The motion was to create a resolution to vacate the Peterson Road Cartway once the following conditions have been met.

A written agreement is accepted and signed by both Richard Peterson and Clifford McLain which establishes the following:

Peterson to deed McLain approximately 5,508 square feet of land which will connect the existing Peterson Point Road and McLain's property which is parcel 17000270343000. Peterson to construct gravel surfaced road with an 18-inch drainage culvert which meets McLain's road top width specifications. Road to be completed and accepted in writing prior to the resolution to vacate the cartway or the deed for land transfer is filed with the Otter Tail County Recorder.

A boundary survey is completed and certified which depicts items agreed to by both parties in the written agreement.

A deed is prepared for recording by Peterson which grants McLain the property as indicated on the boundary survey.

The Town has received the results of a "before" and "after" appraisal conducted by a certified real estate appraisal. The appraisal values shall be used to determine if any damages are warranted. An amendment to the motion that all construction to be complete.

Once the township receives all of the above listed documents, the results will be turned over to Township Legal Counsel for preparation of the final Township resolution to vacate Peterson Road Cartway. Once the Resolution is passed by the Town Board all documents will be recorded with the Otter Tail County Recorder.

The motion carried.

Parker Hillius asked about the description of the property being vacated. He said that Wayne Erickson's driveway runs across his property. Hillius is concerned that Mr. Erickson's driveway will be pushed on to his property. Chairman Johnson stated that whatever is done we can't leave the Erickson property Land Locked. Herseth said an easement would solve everyone's problem. R. Peterson, talked with Moore Engineering and they have worked the drawing out to meet Mr. McLain's requests. The narrative will be done very soon.

5. **Hearing July 9, 2018, recording phase 2 and 3 of Fish Lake Road:** A motion to approve Resolution number 2018-07 authorizing the recording of Fish Lake Road Phase 2 and 3 was made by D. Seifert and seconded by B. Dalman, motion carried.
6. **Alarm option: Open/Close Logging. Feature would cost \$5.00 per month:** After two months of getting alarm activation call outs it was decided that we should adopt a feature of our alarm system that will identify the person logging in and out, so if they are not familiar enough with the system additional training can be performed. A motion was made by C. Kvare and seconded by R. Herseth to activate the feature, motion carried.
7. **Election Judges: Will and Linda Blasczyk, Nathan Eppler, Irene Steinbrueck, Michael Johnson, Susan Pepelnjak, Douglas Winter. We need to authorize these people for the position of Election Judge for Dunn Township and for Training:** A motion to accept the listed election judges for the 2018 Primary election and General election was made by C. Kvare and seconded by R. Herseth, motion carried.

Old Business:

1. **Spring Road Tour Work schedule for summer 2018:** C. Kvare stated that Johnson Lane is in rough shape and needs the same attention that Pelican Point Rd needs. Jeff Stabnow will be asked to get quotes on the needed repairs. The culvert on 215th Street between the Johnson and Kvare property needs repairs. Kvare stated that Seifert Beach Rd also needs some attention. We may have to spread the projects out over 2 or 3 years. On Dahl there is a tank alongside out roadway, the least we should do is get an encroachment agreement or find out who the installer was and have the tank moved.
2. **Fish Lake Road recording phase two & 3:** Done
3. **Road Recording of 500th Street – Schwanke:** A letter will be written to Mr. Schwanke with the procedure for having a road accepted by the township. He

will need the fee schedule, the petition form and the procedure sheet to tell him what needs to be done. The clerk will mail it to Mr. Schwanke.

Town Board Matters to be addressed

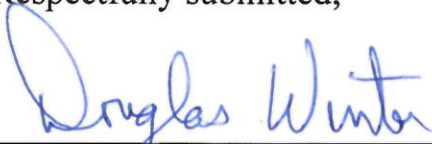
1. **Dahl Rd at Pinewood Rd intersection:** Bradley Olson complained about sand on the road. R. Herseth read a letter that he proposes to be sent the Mr. Olson.
2. **Sorenson, Birch Grove Drive:** Mr. Sorenson is unhappy about damage to the road right of way being done by the snowplow. R. Herseth would like to ask our attorney to draft a letter to Mr. Sorenson explaining the right of way and the use of it by the township.
3. **Pelican Point Drive:** Clerk to contact Mr. Poolman to invite him to the next meeting of the township board on August 13, 2018.
4. **Frank Moisak,** has been advised that the culvert on his driveway is private. It doesn't belong to the township.

Meetings: Next Regular Monthly Meeting Date:

1. August 13, 2018 – 7PM Regular Monthly Meeting

Meeting Adjourn: A motion to adjourn was made by B. Dalman and seconded by D. Seifert, motion carried.

Respectfully submitted,



Douglas Winter, Clerk of Dunn Township



David L. Johnson, Chairman of Dunn Township