

Dunn Township

Minutes of the regular monthly meeting

Monday, April 11, 2016

The meeting was called to order by Chairman D. Johnson at 7:00 PM

Members Present: D. Johnson, Kvale, Dalman, Seifert, Herseth, and Treasurer: Peplenjak, Clerk Johnson.

The Pledge of Allegiance was recited by all.

AGENDA: After review of the agenda, a motion to approve the agenda was made by Kvale, seconded by Seifert and approved.

PREVIOUS MEETING MINUTES: A motion by Seifert and seconded by Herseth, to approve the minutes as presented, carried.

TREASURERS REPORT: A motion to approve the report as submitted was made by Kvale and seconded by Dalman, carried.

CLAIMS: A list of claims was presented by the treasurer. A motion to accept the report as given was made by Herseth and seconded by Kvale, motion carried.

CITIZEN'S COMMENTS: Mary Nyquist, a resident of Broadwater Beach (Broadwater Drive) informed the board that she is in the process of getting a variance from the Otter Tail County board and that they had requested she get documentation from the town regarding the variance. Chair Johnson noted that Dunn Township has no jurisdiction over Broadwater Drive as it is not a township road. It was suggested that we provide a statement that Dunn has no objection to variances regarding Broadwater Drive. Kvale stated that the board has nothing to approve. Clerk to provide a letter from the township for Nyquist.

PVHD REPORT: The report sent in by Dave Slotten was reviewed by Dave and is on file. Slotten explained that a roof design issue will result in an increase in the cost of the project. Herseth asked if the roof design issue is a design feature problem and thus the responsibility of the designer. Slotten; it hasn't yet been determined who is responsible.

TOWNSHIP ENGINEER REPORT: Engineer Stabnow was not present. Chair; Lost Highway seems to be firming up. Herseth – very few soft spots were noted in the road tour. Road tour report follows under New Business.

CORRESPONDENCE – CLERK: 1. 2016 Final Levy Survey was received. 2. Two Notices of Public Hearing were received. Neither is the jurisdiction of the township. 3. A notice of a Public Road Seminar was received. Herseth will attend the April 29th session in Detroit Lakes.

NEW BUSINESS: 1. Lakeland Liquor license renewal – Kvarre moved to accept, Seifert seconded, carried. 2. Dog catcher. Jordan Arntson will review the Dunn canine ordinance and decide if he would be willing to serve. 3. The spring road tour was held on April 2nd. Kvarre provided a summary; Several roads need a combination of brushing, crack seal and seal coat. Herseth; issues where Becker County roads meet the township roads. Clerk to contact the county. Kvarre; sand sealing has worked well and we need to use more often. Chair noted that the Lost Hwy is firming up and we will monitor and decided if chiseling is needed in the future. 4. Bids were now opened as follows;

Crack seal: two bids were received.

Name; Lot Pros, LLC

Bid; \$200 per hour &

55 cents per pound material

Arntson Construction LLC

\$225 per hour &

58 cents per pound material

Kvarre; Lot Pros – what size crew? 4 or 5 crew, 4 normally. Arntson – 5 man crew. Lot Pros – what BTU? 275. How old is your machine? Approx year 2000. Wait for product to heat? Lot Pro – no, constant feeding of material. Herseth; what townships have you crack sealed in? Lot Pros – Pelican Lake, Fergus and Otter Tail townships. Arntson: Dunn, Lida, Edna, etc.

Since the township can order and not pay sales tax, it was asked if it was ok if township purchased product. Both Lot Pros and Arntson were ok with that. Current price quote included sales tax for both companies. Herseith; if product is similar, obligated to take lower bid. Kvarre, consider four man crew for Lot Pros versus 5 man crew for Arntson. 5 man crew can move faster meaning fewer hours on the job. Herseith; does Lot Pros flag on the job? Lot Pros – yes. Chairman Johnson noted that there will be less crack seal to do this year than in most years. Kvarre made a motion, based on 4 man crews versus 5 man crews to accept the Arntson bid. Seifert seconded. Motion passed unanimously.

Lawn Mowing: three bids were received.

Name: Zierke & Zierke	Preferred Lawn Svc	Bradrick & Sons
Bid: \$48 per hour	\$45 per hour	\$48 per hour

Herseith made a motion to accept the bid from Preferred Lawn Svc. Seifert seconded. Board accepted Preferred bid on the condition that they provide proof of adequate insurance. Motion passed unanimously.

Dust Guard: one bid received.

Name: Stenger's Dust Control
Bid: 90 cents per gallon.

Herseith; Several townships only do in front of farm places and homes. Should Dunn? Kvarre made a motion to accept the bid from Stenger's Dust Control. Seifert seconded the motion and it passed unanimously.

Class 5 gravel: two bids were received.

Name: Krause Brothers Construction. This bid was received in February. Clerk contacted Krause in March by e-mail stating their bid was incomplete. Clerk followed up with a phone call to Krause on April 11th. Contact stated that because of the distance to the pit, they didn't feel they could put in a competitive bid for Dunn and to disregard.

Egge Construction – bid at \$6.71 per ton

Kvarre made a motion to accept the bid from Egge Construction. Dalman seconded and motion passed unanimously.

OLD BUSINESS: 1. Town Road Policies and Standards. Herseth presented an updated draft of the policies. Paving now refers back to Paragraph 1.1. Herseth will review to ensure all references to culverts are consistent. Regarding cost sharing for primary roads; the town will decide on a case by case basis. Kvare; should we allow 12 inch culverts? A suggestion that 12 inch culverts be allowed on a case by case basis. Herseth to make the change. Clerk then presented a suggested Resolution to adopt the revised Road Policies and Standards. Herseth; we need to send to the attorney for review. Additional changes can still be made. Seifert; we need to move forward and adopt the policies and standards. Kvare; what is the process for taking over a road? Herseth; the revised policies and standards spell out the process, which is consistent with county specs. Seifert made a motion, seconded by Dalman to pass Resolution 2016-01; The Dunn Town Road Policies and Standards Policy. Motion passed 5-0. 2. GIS project update: Herseth; noting to report at this time. 3. Fadness stairs issue. Clerk handed out a copy of the resolution passed in November, 2015 (Resolution 2015-08) that Fadness remove his stairs from the Franklin Lake Road ROW immediately. It was noted that nothing had yet been done. Chair Johnson will contact Fadness. If he is uncooperative, the town will send him a follow up letter.

TOWN BOARD MATTERS: 1. 460 St. West –Clerk sent a letter to the Pelican Township clerk dated March 21st. There has been no response yet. Clerk asked for a response by May 1st. 2. Radar Flasher – S Trepp stated that the PLPOA doesn't want to own equipment and thus would not purchase a flasher for Pelican Lake use. Chair Johnson stated that the town would appreciate a cost sharing contribution from Pelican Lake if they would like radar flasher signs. Becker County has such signs and Otter Tail County has one by the Pelican Lake west access. Clerk to contact Becker County and Otter Tail County regarding radar flashers. 3. Seal coat bids – the town engineer will solicit bids for seal coat. Chair Johnson stated he didn't think it necessary to advertise for bids. 4. 225th Ave/Senn's Beach Drive cul-de-sac – Clerk talked to owner of land in the cul-de-sac and will set up a meeting with Russ Freeman regarding this issue in June. 5. Pelican Lake request to support Pelican Lake's opposition to the proposed RV Park - Kvare agreed to bring the issue to the town board for discussion. Kvare stated that it is difficult for Dunn to take a position on a Scambler Township issue. S. Trepp stated that Pelican Lake residents are concerned that the additional units in

the park will tax support services and also lead to increased congestion on the lake. Kvaré; it is difficult to find this to be a township issue. Herseth; Pelican Lake is public waters. On Lake Minnetonka congestion is not impacting shore land values. Herseth doesn't feel this is a township issue. M. Nyquist also stated that Pelican Lake is already congested. Chairman Johnson thanked everyone for their input. 6. Clerk position – Clerk Johnson stated that his condo is up for sale and that it is his intention to move out of the township upon sale. Clerk contacted the town's attorneys and they stated that the clerk should resign upon moving out of the township. Board can appoint someone to fill the vacancy until the next election (November 2016). Kvaré; Dunn has been fortunate to get good clerks/treasurers. However qualified personnel are difficult to come by and under the current process a non-qualified clerk/treasurer could be elected to the position. Having the town board interview candidates and appointing the positions would make sense. Chairman Johnson; there was some discussion a few years ago about sharing clerks/treasurers with other townships, which could be done if the positions were appointed rather than elected. Kvaré; an audit would be required of Dunn if the clerk/treasurer positions were combined, which is a possibility. If the town wants these positions to be appointed, the board must decide in time to get the question on the November ballot. Dalman; how can we get qualified people? The positions can be advertised and candidates can be interviewed by the board if the positions are appointed. Chairman Johnson then stated that everyone should think about this issue. More info will be provided at the next monthly meeting.

MEETINGS:

Regular monthly meeting: Monday, May 09, 2016

Adjourn Motion by Seifert, seconded by Dalman and carried.

Respectfully Submitted,

_____ Mike Johnson, Clerk

_____ David Johnson, Chairman

