

Dunn Township

Minutes of the regular monthly meeting

Monday, May 09, 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 request was made to add Puppy Point road under Citizen Comments and Pelican Resort grate under New Business. A motion to approve the agenda as amended was made by Kvale, seconded by Seifert and approved.

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

**TREASURERS REPORT:** Treasurer noted that 2 CD's are coming due in June. Current rates are 1.3% for five year term and .2% for 1 year term. Herseth; are these part of the emergency funds? Treasurer; one is (\$21,000) and one isn't (\$190,000). Herseth made a motion to reinvest emergency funds in a five year CD, seconded by Seifert. Kvale; should we tie up for 5 years? Treasurer; part of emergency fund with \$105,000 balance. CD's can be cashed in at any time with a possible loss of interest. Treasurer would also recommend that the larger CD be cashed and transferred to checking for road maintenance costs. Herseth motion passed unanimously. Motion then made to approve the Treasurers report as submitted was made by Seifert and seconded by Kvale, carried.

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

**CITIZEN'S COMMENTS:** Randy Arntson presented a map of roads to be graveled. Gravel should be applied before dust guarding, as soon as possible.

Puppy Point; Bruce Qvammen stated that he would like to bring the Puppy Point road up to township specs and turn over to the township. He would like to meet with someone this week. He would set up work to meet township specs.

Qvammen will call Chair Johnson to set up an appointment.

**PVHD REPORT:** The report sent in by Dave Slotten was reviewed by Dave and is on file.

**TOWNSHIP ENGINEER REPORT:** 1. Seal Coat bids were received. 2. Stabnow stated that the overlay projects estimates were \$101,000 for the west end of Fish Lake Road, \$70,000 for 460<sup>th</sup> St. and \$60,000 For Old 59. Bids were based on an estimate cost of \$45 per ton. Herseth; turn Old 59 back to gravel from the end of Washburn to East Lake Lizzie Rd? Kvare; not a lot of traffic on that road. Seifert; that road is a duplicate road as it parallels Hwy 59. Kvare; there are a couple of field/lot approaches off of Old 59. Engineer Stabnow; Yes, it could be done. Stabnow to get estimates for overlay and for reclaiming (to gravel). Dalman; the land along Old 59 could be developed and then requested to re-tar. Also, that road is convenient for travelers off of Fish Lake Road and East Lake Lizzie Rd. Stabnow suggested the board recess the meeting and reconvene in a few weeks to open bids, as contractors are getting filled up. Chair; should we open bids in June or reconvene in two weeks? Seifert made a motion to recess our monthly meeting and reconvene on May 23, at 7 pm to open bids on Fish Lake Rd, 460<sup>th</sup> St and Old 59. Herseth seconded and motion passed unanimously.

3. Seal coat bids were now opened by the Chair. These bids cover 2.9 miles of Fish Lake Road and .65 miles of Johnson Lane. Morris Sealcoat & Trucking, Inc. submitted a bid of \$77,900. Asphalt Preservation Company, Inc. submitted a bid of \$80,205. Kvare made a motion to accept the bid of \$77,900. Seifert seconded and the motion carried unanimously.

4. Stabnow mentioned that Lida township will be working on their end of East Lake Lizzie Road and that they would post 'Road Closed' signs during that process, which should take less than a day to complete.

**CORRESPONDENCE – CLERK:** 1. The PLPOA (Pelican Lake Property Owners Assoc.) requested that a board member make a presentation at their May 20<sup>th</sup> meeting.

Kvare will attend. 2. Three Notices of Public Hearing were received. None are under the jurisdiction of the township.

**NEW BUSINESS:** 1. Stangland hall rental. They are expecting approx.. 40 attendees. Treasurer Peplenjak will open/close. 2. A request was received from the Lions to use the hall to promote a new Lions Club in the lakes area. They would like to use the hall on Sunday, May 22. Chair Johnson will open/close. Clerk to provide details of the rental as soon as the application is received. 3. A request from Kenny on Knollwood Lane to provide a letter to the county regarding septic tanks within 10 feet of the ROW. This is within Shoreland Management jurisdiction. Kvare; it appears this project is not following the county set back of at least 10 feet from ROW. Clerk to write letter stating we have no jurisdiction nor objections as long as it is not in the road ROW. 4. Town received a ballot from Lake Region Electric regarding indebtedness limitations. Kvare explained the issue and the board voted unanimously, Kvare abstaining, to answer the question 'yes'. 4. There is a grate on the culvert near the Pelican Beach Store on Fish Lake Road that is plugged. Kvare showed some pictures. It needs to be unplugged/dug out.

**OLD BUSINESS:** 1. Town Road Policies and Standards. Town attorney reviewed and results received late today. Herseth; there appears to be several changes related to secondary vs primary roads. Herseth to further review and discuss with attorney. Kvare; concerns about one vote for one parcel – regardless of the parcel size and if that is a fair way to vote. 2. Herseth investigated a complaint of road traffic creating excessive dust on 485<sup>th</sup> St. There appears to be some logging being done along that road and multiple semi trucks creating dust. It might be possible to wet down that road. Herseth to suggest to the resident to contact contractor to dampen the road to keep the dust down 3. GIS project update: Herseth; noting to report at this time. 4. Fadness stairs issue. Chair Johnson talked to Mr. Fadness. He is checking on insurance coverage. Fadness to report back to the Chair. 5. Dog catcher. Nothing further to report. Waiting for J. Arntson to get back to the board.

**TOWN BOARD MATTERS:** 1. 460 St. West –No response. Since we want to work on that road, we would like to clear up any issues by the June meeting. Chair

Johnson to follow up. 2. Radar Flasher –Clerk went out and took pictures of the Otter Tail County and Becker County flashers and presented to the board. Received a quote from Trafficlogix for a system (SP500 Solar) for \$3,699 plus shipping. Clerk contacted Otter tail County about their unit. O.T. County will deploy their unit in Dunn Township this spring. Board will wait to see what that unit looks like and how it performs before moving forward. 3. Public Road Seminar – Rinke Noonan. Herseth attended and stated that the Rinke Noonan law firm specializes in road issues. Topics included drainage, Eminent Domain, obstructions, encroachments and cartways. ‘Liability, liability, liability’. Herseth stated the town should update our encroachment agreements to ‘licensing’ agreements. He felt that the Rinke Noonan firm was very knowledgeable. 4. Clerk position update. Clerk provided each board member with info on filling a board vacancy and info on getting either an appointed clerk or a combined clerk/treasurer position on the ballot. Chair asked the board members to review the documentation and come to the next meeting prepared to discuss. Stabnow; Brandon and Ida township have both recently gone through the process. 5. Campaign Contribution requirements. Clerk presented the board with info that shows each candidate running for office must fill out a Campaign Financial Report Certification of Filing with the Clerk. Those reports must be posted on the town web site. All board members were provided with a copy. 6. Computer upgrade. Clerk stated that we will be upgrading our computer tower/hard drive in May at a cost of just under \$1,000. 7. Zoning re proposed dog kennel . Town has received an inquiry about a person buying property in Dunn township and opening a commercial dog kennel and grooming business. Herseth reviewed the zoning ordinance. It appears that the Conditional Use Permitting process must be followed. Clerk to pass the info to the inquirer. 8. Otter Tail County Historical Society request for donations. The only donations the town has given in the last two years has been to the Historical Society. Kvarre made a motion to donate \$500 to the O.T.C.H.S. Dalman seconded and passed unanimously. 9. Clerk/Treasurer concerns. Letter to the board read by Clerk. Kvarre; lowest responsible bidder at April meeting. We didn’t take lowest bid. There was a review of the discussion about 4 vs 5 man crew and age of equipment. Herseth; bidding for end result, not technique. We have to let the lowest responsible

bidder do the job they are hired for. We need to specify end results, not how the job is done. Chair Johnson; Moving forward, specs need to be more detailed. We'll do better in the future. 10. Grinding of brush; Board received complaints on the work done on Holbrook and Tee Lake road. Dalman; the only issue he could see was that stumps need to be ground down as low as possible due to liability issues. 11. Chair will open the hall for the Lake Lizzie Lake Assoc board meeting on May 21<sup>st</sup>.

**MEETINGS:**

Regular monthly meeting: Monday, June 13, 2016

A motion was then made by Dalman to recess the meeting until May 23<sup>rd</sup>, at 7pm to open bids on overlay projects. Seifert seconded and carried.

**RECONVENE:** The May 9<sup>th</sup> regular monthly meeting was reconvened on May 23<sup>rd</sup> at 7pm to open bids for overlay projects. Members present included supervisors Johnson, Herseth, Kvaré, Seifert, Clerk Johnson and Treasurer Pepelnjak. Chairman Johnson stated that Engineer Stabnow had informed Chair that he would recommend that the Town wait until the July meeting to open bids as the County Hwy 9 project bidding would be at about the same time. Kvaré; there would still be plenty of time to get the projects completed. Kvaré made a motion to change the date to open bids for overlay projects to the July monthly meeting date. Seifert seconded and the motion was carried unanimously. Seifert then made a motion to adjourn the meeting, seconded by Kvaré and carried unanimously.

Respectfully Submitted,

\_\_\_\_\_ Mike Johnson, Clerk

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

