

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

Call to Order: The meeting was called to order by Chairman D. Johnson at 7:00pm. Also, in attendance were Supervisors, Herseth, Kvarre, Dalman and Seifert, Clerk Winter, Treasurer Pepelnjak was absent. In the audience were Alice Spidahl, Rodney Spidahl, Mark Beauchene, Jordan Arntson and Dave Slotten.

Pledge of Allegiance: The Pledge of Allegiance was recited.

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

Meeting Minutes- Approval: Approve the Minutes of the March 12, 2018 meeting: A motion by C. Kvarre and seconded by D Seifert to approve the printed minutes, Carried.

Treasurer’s Report – Approval: The printed treasurers report was reviewed by the Chairman. A motion to approve the report was made by B. Dalman and seconded by D. Seifert. Motion carried.

Claims List Approval: A motion to approve the claims list totaling \$26,120.25 was made by C. Kvarre and seconded by R. Herseth. Motion carried.

Citizen Comments/Questions/Agenda Requests: None.

Recessed the regular meeting to re-convene the Spidahl Cartway Petition Hearing.

Re-convene Spidahl Cartway Petition Hearing: Minutes in the Spidahl file.

Re-convened the regular Dunn Townhall meeting:

Township Engineer Report- Jeff Stabnow: None

PVHD Report Recap – Dave Slotten: D. Slotten reviewed his printed recap of the monthly PVHD board meeting and reviewed the financial numbers and vacancy trends.

Correspondence- Clerk: Reviewed the printed list of correspondence items received during the month. There was nothing in the correspondence that needed action or movement to the regular agenda.

New Business:

- 1. Ringdahl contract approval and signature:** The contract was approved at the annual meeting and needed the signatures of the Chairman and the Clerk.
- 2. OTC Historical Society request:** A motion was made by D. Seifert and seconded by R. Herseth to make a \$500.00 donation to the Historical Society. They specified the statute that allowed the donation from public funds. Motion carried.
- 3. Pelican Rapids Library request:** No statute was cited authorizing any expenditure, no action was taken.
- 4. Document from Anderson Law Firm:** A motion was made by C. Kvale and seconded by D. Seifert to allow the Chairman and the Clerk to sign the Memorandum of Understanding and to forward the document to the law firm. Motion carried.
- 5. Spring Road Tour date & time:** The Road Tour date and time was tabled to the May 14, 2018 regular meeting.
- 6. Lake Lizzie Directory advertising:** A motion to purchase the same ¼ page ad as purchased last year was made by D. Seifert and seconded by B. Dalman, Motion carried.
- 7. Dust Control, Road Gravel, Townhall Mowing Quotes for 2018:** The Chairman asked that the board approve Stenger's Dust Control for the coming summer. They did a good job last year and the scope of the work required falls well below the mandated quotation level. A motion was

made by D. Seifert and seconded by C. Kvare to approve the Chairman's request. Motion carried.

The Clerk was directed to publish advertisements asking for quotation for Lawn Moving at the Townhall and include in the advertisement the need for trimming around the town hall along with the mowing requested. A motion was made by C. Kvare and seconded by D. Seifert. Motion carried.

Road Graveling for the summer with a completion date of June 15th, 2018 and changing the binder sieve from 3-10% to 7-12%. A motion was made by R. Herseth and seconded by B. Dalman. Motion carried.

Old Business:

- 1. Website Update:** The web site is about completed. The only item remaining is the training promised and a recording of the training. The clerk asked about the need to have a page for Campaign Financing reports and was told that they were not needed on the Web site but only needed to be kept on file in the office.
- 2. Recording Fish Lake Rd. 2nd half:** All outside work has been completed and they are now doing research.
- 3. MAT Spring Short Course review:** C. Kvare reviewed some of the highlights of the supervisors training. He stated that the Road Policy should be reviewed after the Re-org meeting or the Road Tour. Dave Johnson stated that the Road Policy has been updated over the years. Each board member should have a separate e-mail account for township business, no one should use their private email account. If a problem was uncovered requiring the court to review township communications they would gain access to your private emails as well as township related business. Dave Johnson mentioned that there is legislation which will allow townships to donate to food shelves. Charles Kvare stated that we have and should continue to have the county do our Board of Adjustment meetings. The Clerk mentioned several areas of the training, the representative from MATIT said that all independent contractors should work under a contract or a motion recorded in a meeting minutes. If emergency workers are working for the township, a contractor who is paid would be covered by the townships insurance but a volunteer who is

not paid would not have any coverage under the township insurance coverage. The payroll register is private and should not be view by anyone other than the Treasurer and the Clerk. Supervisors should only see the gross pay information. A document should be kept on file in the townhall indicating the option (in or out of participation) for PERA coverage selected by each elected or employed official of the township. This will alleviate a need for the township to pay back PERA payments decades later when a supervisor decided to leave his position.

Town Board Matters to be addressed:

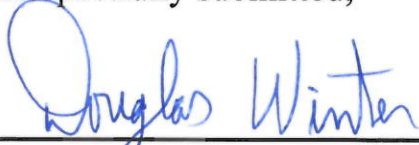
1. On the May 14th agenda we need to place the Weed Notice dates of publication and spraying commencement dates and the mention in the notice that any property owner who wants to control his own weeds must notify the township before spraying begins.

Meetings: Next Regular Monthly Meeting Date:

1. **May 14, 2018 – 7PM Regular Town Meeting**

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

Respectfully submitted,



Douglas Winter, Clerk of Dunn Township



David Johnson, Chairman of Dunn Township Board