



Minutes
Board of Supervisors Meeting
April 18, 2017 @ 7:00 PM

CALL MEETING TO ORDER

Chairperson R. Keller called the meeting to order at 7:03pm and the Pledge of Allegiance was recited.

Members Present: Chairperson R. Keller, Vice Chair B. Seekon, Supervisor C. Cagle, Supervisor T. Nelson, Supervisor L. Johnson

Absent: Town Clerk, K. Wood

Others Present: Treasurer S. Aker, Deputy Clerk D. Hoppe, thirteen members of the public (signed in)

REVIEW & APPROVE THE AGENDA

Motion made by L. Johnson and seconded by T. Nelson to approve agenda as presented.

APPROVE MINUTES FROM MARCH 21, 2017

**Motion by L. Johnson and seconded by troy, need hard copies
Corrections made to
Motion carried, all in favor**

REVIEW & APPROVE CONSENT AGENDA

**Motion made by L. Johnson, seconded b. Seekon
Motion carried, all in favor**

TREASURER COMMENTS

Biweekly Payroll	\$2,944.90
Biweekly Payroll	\$2,541.24
Monthly Payroll	\$3,608.53
Add W. Penning	\$160.20
TOTAL	\$32,042.11



Motion made by T. Nelson and L. Johnson seconded. All in favor, motion carried.

COMMITTEE REPORTS

Planning & Zoning – C. Cagle stated that there was a good meeting on 4/12/17 and there is a minor change that will be brought up later. 2 land owners came in with questions, one on a denial to build and another on a concern on a new build next to them. Cleanup of personal property and owner present tonight. County 19 contacted Mr. Triplett and Jeff sent a request for current status, driveway entrance, QuikTrip has been notified, meridian concern, P and Z will keep track of meetings moving forward. Jeff will lead on this and stay on top of information. QuikTrip is also concerned as to where they will be putting their car wash. The island will not be able to be installed. Contact has been made with the land owner, S. Anderson but the county says they haven't started. Noted that there are road markers, surveying and flags up.

Report of Complaint will be brought to the next P&Z meeting. Action will be decided at that time.

Roads – Road tour cancelled due to rain, no mowers in yet, some complaints and a lot of grading is being done. Some concerns are legitimate and others are unfounded. R. Keller went to a personal property to find out what the complaint was about on Frontier and noted it is unfounded. Photos were taken and T. Nelson stated that we need to have documentation. R. Keller states the maintenance staff are doing a good job by disking, and grading the roads. They are doing what we ask them to do. Another citizen from Enchantment called about the holes in her driveway (black topped) and stated the maintenance crew was fixing them in the past and now told they would not. The board agreed that this will not be done now with board agreement.

Need to rent a back hoe from Ziegler, to put in culverts and do some ditch work. Concern from Mr. Good founded by R. Keller.

Motion made by B. Seekon and seconded by C. Cagle to rent the equipment for approximately \$1700. Discussion was to assure we put in ditches, replace easement, place culverts, **motion made, all in favor.**

Grading and shouldering be done as asked. They are doing services on the truck which wasn't done in the past with outside vendors but the maintenance needs the tools to do the service. Option to do the work in house or to take it to a shop and money saving to purchase tools.

Motion made by T. Nelson and L. Johnson seconded to purchase the tools. Motion made and all in favor.



Tires needed for the John Deere, brush mower, all 4 tires need to be replaced. Cost will be about \$4600 at A-1 Tire Service for the track tire needed. **Motion made by L. Johnson to have R. Keller decide which tires to purchase and B. Seekon seconded. Motion made and all in favor.**

Chloride and gravel – Quotes submitted and all were closed

Paving – Iris with overlay, 100 feet and apron longer purposed, Knife River, North Valley, Interstate quotes.

Motion made for Northland for Chloride made by B. Seekon and seconded by T. Nelson, all in favor, motion carried. Motion made to go with Valley Paving for paving, spot gravel and extend the apron on Iris by B. Seekon and seconded by T. Nelson. Discussion to start as soon as possible and motion made, all in favor.

Our maintenance will remove the current culvert and do the prep work.

Gravel – Dresel and Bjorkland were very close in quotess with Class 1 modified.

Motion made by to go with Dresel by L. Johnson and seconded by T. Nelson. Discussion to assure a test load come first at\$360 per test. Motion made, all in favor.

C. Cagle wants a checklist before they start with proof of insurance.

The power broom is broke and the maintenance men need to use on the loader to do shouldering. T. Nelson suggested renting yearly since there is not a lot of usage.

Legal Short Course – R. Keller cannot attend, C. Cagle and L. Johnson, T. Nelson will attend with K. Wood and D. Hoppe in Otsego from 8-4:30pm 4/20/17

Parks – Prices were submitted for playground equipment and PIP. Another quote was asked from the vendor used in Reiger the first time.

Light bid came in at \$14,000+/- from Xcel for lights at the Reiger field. Need a switch that lights all of the poles at once. LED vs bulbs cost factor. Number of heads and calculations need to be done, but due to low usage, T. Nelson feels we can just put up the ones that came with the poles.

Sprinklers need to be turned on in the ball fields this summer – T. Nelson will coordinate with the maintenance men.



Lights – we have 15-16 poles with the heads on them. Think of setting some aside for future usage and sell what we will not be using. Table for now and consider later.

Question if the maintenance men have keys to access the fields for the sheds, boxes, etc. and R. Keller thought that they do. Do we need more garbage cans? We do not need garbage bags as they encourage people to dump other items.

Pavers – need to be done but roads are a priority. Picnic tables were fixed and painted and have been placed at both parks and playground.

Building – C. Cagle asked G. Snelson to get bids for new doors from the office to the hall. She feels that the bids are too high so she will be checking with Twin City Door as they did a good job before. Suburban will be another place to get a bid and we used them for the windows. R. Keller said the building looks awesome.

OLD BUSINESS

County Road 19 – G. Anderson the son of the owner was here to see what is happening. The county (Mr. Triplett) stated there will be no round about and the road is separating the property making the south sections unusable and that the county would have to buy it all. An email from the county was sent to A-1 to state that the island will not be going in to change the entrances. Email will be kept on file.

C. Cagle will email Mr. Triplett and ask that he come to our next P&Z meeting either or the next Board Meeting. A date for the open forum has not been set yet. G. Anderson asked what the setback was from the road, L. Johnson stated that 103 feet from the middle of the road minimum. Tomorrow night at 7pm the county meeting will be attended by C. Cagle to hear from Mr. Triplett and the county.

Website Update – B. Seekon is working with a vendor to complete everything by May 1, 2017. No contact so far. TC Networks has received some funds and if they cannot complete by the 1st, B. Seekon will ask for the funds to be returned. Network Solutions can be extended until TC Networks is able to perform. The next renewal is about \$120+ per year. T. Nelson's email needs to be sent under R. Brown's.



NEW BUSINESS

M. Pofahl – Auditor

Mr. Pofahl stated that he completed the 2016 audit and it all looks good. Handed out Audited Financial Statements and other Financial Statements dated December 31, 2016. The auditor's report – 7 pages. Management Discussion and Analysis – 3 pages and Government Wide Financial Analysis, Expenses – Governmental Activities diagrams. LG555 Lions and Fire Department monies. L. Johnson asked what unremitted funds were and this was delinquent property taxes. (\$28,169.00) Some funds are received from the county in January from 2016 taxes and not received when the report was compiled. Went over pages 13,15, 16 – General Fund, 17 - Road and Bridge, 18 – Fire Fund. Page 19- 36 Notes to Financial Statements. Page 27 Detail of Assets, Land, Equipment, these will help determine insurance coverage needed. Everything balanced within \$.36 from prior years and notification of legal compliance. Page 37 and Page 38 questioned by C. Cagle and Michael Pofahl explained that we have state compliance and internal control with documentation of reports. Copies were made for the board and T. Nelson motioned to table the approval of the report until they have a chance to peruse. C. Cagle seconded it and discussion was to assign everyone to do their sections and come back later. All in favor, motion passed. C. Cagle stated that true numbers will be shared in the future.

Permit Admin Cost – this can be tabled and discussed at another time. Enables the township to recoup some funds on the time used to make copies, file, etc. L. Johnson asked that K. Wood document and track time spent in the coming months.

Floor Scrubber Repair – Bid from Hillyard for \$1171 and C. Cagle thinks that there needs to be another bid comparing replacing versus repairing it.

Lions LG555 – B. Seekon made a motion to accept the \$500 donation and T. Nelson seconded. Notation of acceptance for each donation needs to be a Resolution moving forward. K. Wood will set up the Resolution for each moving forward. **Motion made, all in favor.**

Set Date for Next Road Committee Meeting – cancelled due to rain in April. Set up May 16, 2017 at 8:00am tentatively.

Internship – a request made by Rachel Sandberg Lindquist, from Winona State with a law major. Needs to learn about procedures working with the clerk and deputy clerk. C. Cagle stated that it was a relative's step daughter from White Bear and not sure if she will want to be here or a law firm. B. Seekon stated that he wasn't sure about legal ramifications. L. Johnson feels we are a small township and wondered if she wouldn't want something bigger. Needs to do 20



hours/week for 3 months. B. Seekon asked if there would be any negatives, L. Johnson said we would have to look into Worker's compensation, R. Keller felt this should not be a volunteer internship.

L. Johnson will look into the liability tomorrow at the MAT meeting. L. Johnson made a motion to have the HR committee determine if it is feasible and legal to have an internship, R. Keller seconded. Discussion on the income or to pay, question of what work she would do, this would help in determining if the clerk position needs to be a fulltime position. Motion made and all in favor.

T. Nelson feels we are moving to needing a fulltime clerk position.

Fire Chief Brad Schroeder – he stated that personal perception is the fire fighters can be able to make comments as a tax paying citizen. Tony Matkaiti (a retired fire fighter) made statements at the annual meeting as well as another person to question if there are enough funds. Mr. Matkaiti is a passionate citizen and has a right to make his comments. The fire department has not asked for further funding and since the township has guaranteed to back up the department he feels confident. The fire department will stand behind their commitment to this board and this township. B. Schroeder stated that he was upset about the comment - “Heinous acts of aggression” made by C. Cagle in an email and she apologized for that. He also stated that this will be his last year as chief and since he lives in the township, he will stay involved. The fire department makes up to 30 runs a year for first responders and fire coverage and L. Johnson stated that there can be bills sent out to cover expenses. T. Nelson stated this would add to the paperwork and administration costs. Plus there would be added responsibility and time required of the department. B. Seekon stated that emails about Joe Carlson and Tony Matkaiti were noted and appreciated the service. Firkus stated that the fire department is being disrespectful and feels his wife was verbally attacked. He was disappointed that what happened reflected on the department. B. Schroeder stated that Mr. Matkaiti is a citizen and Mrs. Firkus – stated she felt that he became aggressive and that she felt aggressive. She felt he kept it up the rest of the meeting. She felt that he kept bringing up the monetary and affected the PR for the Fire Department. She stated that she was told that the first responders would not come to her house if there was a need. Now she felt she was insecure with the coverage. She stated that there were fire department people that did not stop him or state they he was retired. She thanked B. Schroeder for his service and complimented him for coming to the meeting and for the apology. She felt attacked and B. Seekon agreed. C. Cagle stated the meeting was the responsibility of the board and the meeting was not kept under control as it was. B. Schroeder reiterated that all citizens will receive services unless people state they do not want the first responders when they call 9-1-1. The board thanked Mr. Schroeder for coming. Then Mr. Ray Dale brought up the statement made about the department not coming and doesn't like that he is there in any



capacity. R. Keller thanked the Fire Department and the professionalism displayed and stated that we all make poor choices and decisions and the board could have handled it better. Mrs. Firkus reiterated her comments again. B. Schroeder again stated that the passion of the retired fighters and the need to maintain the relationship so they are available when needed also. Expectations are made and will be followed.

PUBLIC COMMENTS (ITEMS NOT ON THE AGENDA)

Move meetings back to the full hall, S. Olson

R. Dale: Charities and donations questioned monies being a part of the government responsibilities. \$10,000 maximum a year. Brought articles from the constitution stating that there are no charities in there

Andy Reagan about speed limits in the township, brought MN Statutes 2016 and L. Johnson discussed an evaluation needs to be done by the driveway size, length of road times two and divide by the number of driveways and if it is less than 300 feet that it can be posted. Exception would be if the road cannot support 50 MPH and B. Seekon talked of monitoring. C. Cagle talked about digital signage from DOT to help remind people of their speed. The Sheriff's department stated that 358th st.5206.

The township can post special needs signs and can look into it.

C. Cagle posts different toys at the end of her driveway to get the attention of drivers.

J. Carlson: Emails about him and discussions, he has been representing himself as a citizen. He has questions about things like the Hemmingway project and T. Nelson stated he was not involved in that. J. Carlson stated that he had requested a number of items and on the emergency meeting there was no clerk and questioned on the posting. What prompted the meeting? Change order request – verbal notification due to the boring done on the project and needed to dig out or fabric the section. 12/24 after the meeting was done and in order to complete the road, the project to get done. Miscalculation made by the engineering firm, estimated by the number of yards, \$100,000. Sealed bids – who did the borings? Same specs, bid form listed 50 different specs and all bid on the same, Dresel did not use all of the additional monies and refunded some of the funds, public meeting brought up those funds, project completed under the initial highest bid, in the Emergency meeting, R. Keller estimated the need for \$100,000 additional funds, who watched the number of the trucks? Kerry and Mitch – no known discrepancies

R. Keller had come up with the same calculations as the vendor prior to the meeting is this the same vendor approved to do more work for the township with a checklist.



J. Carlson still doesn't think the road is up to standards even though the board stated at the annual meeting they approved the finished product. R. Keller feels that the road needs to be moved up to black top progression due to the usage

J. Carlson reiterated he is not representing no special groups C. Cagle hopes his questions were answered and that the board is being honest about monies spent. Conflict of interest perception – B. Seekon stated why he has done the work completed on the hall.

Dick Stiers – commented about B. Schroeder and an email he sent him, response was civil. Perception of what is happening in the township, he comes to most meetings and a couple of months ago the meeting was in the hall and an issue was brought up that K. Olson was inappropriate and accused R. Brown and was very aggressive and he approached Mr. Olson and told him he was out of order. Later K. Olson did something else and was fired and he feels the board did the right thing. the next meeting there were a number of fire fighters there and ever since then we hear a lot of things being picked on the board and there are people that are upset about their “buddy”. That is his perception, and he thinks it is strange that Joe hasn't been to meetings before . The board stated he had. L. Johnson stated the decision was the hardest one made in a long time. He feels that there is an aggression towards the board since then. J. Carlson doesn't feel he has been aggressive and the board didn't feel that he was. He would like the dots not to be represented that aren't. Questions are welcomed and research has been done and it is not personal.

CLERK COMMENTS

- K. Wood out until tomorrow
- Legal short course on TH
- Cards to advertise the recycle day and Garage sale

SUPERVISOR COMMENTS

L. Johnson

- Road signs not on schedule yet, this will help with emergency personnel. Blue sign and white letters. No township dollars will be made
- Cty road 19 projects, nothing from the engineer? Has he been asked to submit recommendations? Told not to spend a lot of time or money as it will be an opinion
- Not able to be at Board of Appeal and Equalization
- out of town May 9-13



T. Nelson

- Road Tour: send to R. Keller or clerk

B. Seekon

- Recycle Day: contacted company but one has been set up with Evergreen? Fee schedule on items we have to discard and not taken by recycling

C. Cagle

- Appreciates the opening of feelings and perceptions. Need to be mindful and thanked people for coming.

R. Keller

- Appreciates the Fire Department and trying to be open and honest and save your money.
- Request for funds from CSOAF – Citizens Serving Our Armed Forces, not sure of services provided to the township, tabled until we get more information.
- \$700 left in the charitable contributions budget
- Need decisions to decide equipment needs

UPCOMING MEETINGS

- ❖ Planning Commission- May 10, 2017- 7:00 pm
- ❖ Board Meeting- May 16, 2017- 7:00 pm
- ❖ Parks Meeting- April 25, 2017 - 7:00 pm
- ❖ CCATO Meeting – April 26, 2017 – 7:00 pm
- ❖ Board of Appeal and Equalization Meeting – April 27, 2017 – 6:00 pm

ADJOURN

Motion to adjourn, B. Seekon at 10:15pm and seconded by L. Johnson, motion carried all in favor.

Board Chair Signature

Clerk Signature

Minutes submitted by Debbie Hoppe, Deputy Clerk