



Minutes
Board of Supervisors Meeting
June 19, 2018 @ 7:00 PM

1. CALL MEETING TO ORDER

Pledge of Allegiance

R. Keller called the meeting to order at 7:06 pm and the Pledge of Allegiance was recited.

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

Members Absent: None

Others Present: Town Clerk K. Wood, Treasurer S. Aker, Maintenance Supervisor M. Fehrman, Town Engineer Joe Pelawa, 9 members of the public (signed in).

2. REVIEW & APPROVE THE AGENDA

L. Johnson made a motion to approve the agenda. B. Seekon seconded. All in favor, motion carried.

3. APPROVE BOARD MEETING MINUTES FROM MAY 15, 2018

L. Johnson made a motion to approve the minutes from the May 15, 2018 Board Meeting. B. Seekon seconded. All in favor, motion carried.

4. REVIEW & APPROVE CONSENT AGENDA

L. Johnson made a motion to approve the consent agenda. B. Seekon seconded. All in favor, motion carried.

5. TREASURER COMMENTS

\$79.50 was added for a Menards bill bringing the total up to:
52 checks \$39907.52
\$52,667.60 grand total

S. Aker said she is up for her review next month.



6. COMMITTEE REPORTS

a. Planning & Zoning

B. Seekon said they are going to talk about the Karmel Ave complaint on the agenda.
L. Sinna was at the Planning Commission meeting.

b. Roads

T. Nelson said the roads on the west side were bad.

The borings are done:

- Some of the borings are shallow
- T. Nelson feels that 6” should be a minimum
 - 3” is too shallow in his opinion
- B. Seekon said Frontier is 4”, but it is not scheduled for this year
- R. Keller said to take another look at the ones that are shallow
 - M. Fehrman said he will look at them
- T. Nelson said Kale Ave at the end is 4”
 - T. Nelson said they need to put more gravel out there so the road does not get tore up
- R. Keller said M. Fehrman will check the bad ones
- R. Keller said they should boost the gravel purchased by Knife River
 - T. Nelson said they should just spot gravel the phase one roads
 - They have Class 1 gravel now
 - R. Keller said either they buy more or they are frugal with what they have
 - T. Nelson said they do not have to be frugal
- Grand, 360, Kale need to be looked at
 - If they are still 4” after M. Fehrman looks at them, they are going to have to spot gravel
- L. Johnson said he has a few roads he would like to have checked

T. Nelson asked about ditching. M. Fehrman said they are done with shoulder discing and they do not need Peterson’s to do the work. T. Nelson said he would like to know what is going on with Ivywood. D. Chelberg and M. Fehrman are going to go out and flag it this week. Ditching on Ivywood is going to be as needed. There are going to be a 2’ shoulders on a lot of it. D. Chelberg thought they were going to ditch on 320th by the culvert to the end of the field. M.



Fehrman said he did it. He left the field access alone by the basin. If they have an erosion problem they will put rip rap in. T. Nelson said he is fine with not using Peterson's if M. Fehrman says he is going to be okay. M. Fehrman put N. Fairbanks in the loader and he did a great job. M. Fehrman provided a completed road report.

T. Nelson said the ball fields look great.

R. Keller said he wanted M. Fehrman in attendance to update the Board.

c. Parks

The people have not done the concrete in the Frisbee Golf yet. It has been raining and they have had a lack of help. T. Nelson was not at the last Parks meeting.

R. Keller said instead of PIP, maybe they would put in a 3' wide conveyer belt on the ground. R. Keller is going to look into the pricing. L. Johnson said to go for it.

S. Sinna said the Park Committee recommend some fencing that R. Keller has and they want to buy it from him. R. Keller said he has 150' at 10' tall and all of the stuff that goes with it. It is green chain length and would be nice for the future soccer field.

T. Nelson made a motion for the Township to purchase the fencing from Rick Keller. C. Cagle seconds. All in favor, motion carried. R. Keller abstained.

S. Sinna would like to make hopscotch on the blacktop at the Park. M. Koran cut out the stencil for the box. It has been too hot right now, but they have all the necessary components.

d. Building

i. Pickleball update

C. Cagle said she received the money and ordered all of the supplies. She ordered 12 paddles and enough supplies for 3 sets. M. Willcoxon is going to help with the tape on the floor. If the tape is an issue for an event, it isn't too much to put it back down.

The doors are 3 weeks behind because they have to be specially made. The bathroom quote is coming. She asked if M. Fehrman ordered the fencing. He is going to. N. Fairbanks is going to be able to help with the fence. They are also going to enclose the dumpster on two sides with white PVC.



7. OLD BUSINESS

a. Ehlers Financing for Road Project

Bruce Kimmel explained that Ehlers is an advisory firm who solicited bids for the road improvement project for \$835k. Security State Bank of Marine was the lowest bidder at 3.43%. 2nd place was First State Bank of Wyoming and 3rd was Bremer Bank. They bid individual coupons for maturity. Payments will be semi-annual.

T. Nelson asked if there were any penalties if they pay it off early. B. Kimmel said the bank may be very happy to have it paid off early, especially if there are raising interest rates. L. Johnson asked if they can finance the same amount next year. T. Nelson said probably not because with interest, they are over a million. T. Nelson would rather set the money aside that they are saving from not graveling or chloriding. B. Kimmel said the first payment should be in the budget for 2019.

T. Nelson made a motion approving resolution 2018-18 awarding Security State Bank of Marine the financing for \$835k for the road projects. B. Seekon seconded. All in favor, motion carried.

b. North Branch 360th Street – Shawn Williams

T. Nelson talked to S. Williams and North Branch is going to be carried for a year and pay Lent this fall with the worst case scenario being in January. T. Nelson said the Township will not move forward until the letter is received. B. Seekon said it would be nice to have something from the Council because they are the ones making the decisions.

c. Ivywood Trail Paving – Chisago Lake Township

R. Keller said they will be at the pre-con meeting tomorrow. Todd from Knife River will put a layer of tack between the two layers on Chisago Lake Township's portion. C. Cagle stated Chisago Lake Township is responsible for their own ditching and shouldering. R. Keller confirmed yes, they are. C. Cagle asked if that was written in their paperwork. R. Keller said no, they were told that.

D. Chelberg read in an old newspaper article stating our piece of Karmel was supposed to be paved. T. Nelson said they are getting heat from the residents on



Karmel Avenue about paving it. L. Johnson said the Township does not own much of that road.

K. Wood said she has not found a record of a signed agreement stating Chisago City will pay for the paving of Karmel Avenue. L. Johnson does not recall any discussion about Chisago City paving Ivywood Trail or Karmel Avenue. L. Johnson said he heard that was a made up story.

d. Peterson Companies Quote

R. Keller said to hold onto it for now.

8. NEW BUSINESS

a. Prep Work Quote – Knife River

R. Keller said he received the quote and it is \$68k to prep the roads. They were hoping it would be around \$20k. T. Nelson said it does not say anything about rolling. C. Cagle showed him where it said it. L. Johnson said it is a good idea to have the company to do the prep. R. Keller agrees and said they have about \$100k in contingencies. L. Johnson said they need to meet with them to see how many square yards have been put down. M. Fehrman said he will meet with them daily. T. Nelson said they want them to provide tickets.

L. Johnson made a motion to accept it and discuss it further at the pre-con meeting. R. Keller seconds. T. Nelson said he wants a break down. C. Cagle said she wants the verbiage added. Exact bill for the exact work done - “not to exceed” should be added.

L. Johnson rescinds motion. R. Keller rescinds motion.

b. Road report status of prep work

Already discussed

c. Documentation of work done and findings from the borings

Already discussed



d. 3rd Notice of Violation – OUTDOOR STORAGE

B. Seekon said the Planning Commission would like to move forward with sending the third notice.

T. Nelson made a motion to allow the Clerk to send the 3rd Notice of Violation. L. Johnson seconded. All in favor, motion carried.

e. Lions LG555 (Resolution 2018-15)

T. Nelson made a motion to approve Resolution 2018-15. L. Johnson seconded. All in favor, motion carried.

f. SLFD Fire Relief Association LG555 Fire Equipment Fund (Resolution 2018-16)

T. Nelson made a motion to approve Resolution 2018-16. B. Seekon seconded. All in favor, motion carried.

g. Solar Energy – Town Hall

B. Seekon talked to P. Schmitt about the Township signing up for solar credits. They want access the Xcel account. C. Cagle is concerned because the Township is the one who are holders of their CUPs and she said it does not look good. B. Seekon said yes and no because they did everything properly. D. Milles said it could be a fiduciary conflict. L. Johnson agrees that it is a conflict of interest with a marginal return. This topic is tabled.

h. Ordinance regarding Planning Commission makeup (alternate) (2018-3)

T. Nelson made a motion to approve Ordinance 2018-3. B. Seekon seconded. All in favor, motion carried.

i. US Flag at Hall

L. Johnson said the rope is replaced and the flag was not up on Memorial Day.



j. 2018 Election (Resolution 2018-17)

R. Keller read the resolution.

B. Seekon made a motion to approve Resolution 2018-17. T. Nelson seconded. All in favor, motion carried.

k. Clerk Review

R. Keller said he and C. Cagle reviewed the Clerk. C. Cagle said the Clerk takes care of a lot of things and works unpaid hours at home. She would like to go to four days and expand the hours sometime in August. R. Keller said a big portion of her time is Planning and Zoning. C. Cagle would like to ask for health care and a \$4 per hour raise for the Clerk. The wage increase would be covered by people coming in the expanded hours.

B. Seekon made a motion for a \$4 an hour raise. T. Nelson seconded. All in favor, motion carried.

L. Johnson made a motion for the raise be effective the pay schedule after May 9th in a separate check. R. Keller seconded. All in favor, motion carried.

L. Johnson made a motion for the health care for the Clerk to be effective August 1, 2018. R. Keller seconds. All in favor, motion carried.

9. PUBLIC COMMENTS (ITEMS NOT ON THE AGENDA)

D. Milles said the Township has come so far and it makes sense to have the office open more hours.

There was discussion regarding the Anderson annexation.

B. Woods wondered why the Township has 3 Hemingway's. L. Johnson said they are all lined up but they are not all continuous.

There was discussion regarding mailbox posts. Letters will be sent and the information is on the website.

The Supervisors are the noxious weed inspectors.



10. CLERK COMMENTS

Section was skipped

11. SUPERVISOR COMMENTS

Jolene Wille was in attendance and she said she was running for County Commissioner. L. Johnson said he was also running.

L. Johnson said he attended the arraignment hearing for M. Lindgren. His trial is set July 10 at 1:00. L. Johnson attended the MAT summer course.

T. Nelson said he is ready to blacktop roads.

B. Seekon said the Fire Department is going to have some expenditures coming up and the tax levy will have to be raised. L. Johnson said Lent built the Fire Hall and now they need to get some funds from Stacy. The building they built is expandable and should last for up to 100 years. Stacy agreed and starting next year, \$20k will be put into a fund for building. It will be a CD so it will get some interest.

B. Seekon asked about the rental house rent going up. It is effective July 1, 2018.

C. Cagle is excited about pickle ball. She is going to keep following up with the door people.

R. Keller said he is not happy with the Engineer because the Township received a large bill. They told him they wanted it bid out a certain way. He emailed the Fahrner bid to him and he changed it, the prep-work was not included in the bid and they had asked them to include it, etc. He has a \$3k invoice for the solar projects. R. Keller does not feel it is working out. L. Johnson said the Township should go back to Hawkinson Anderson or WSB. L. Johnson is going to get a quote from WSB and R. Keller is going to get a quote from Hawkinson Anderson. R. Keller made a motion to terminate J. Pelawa. L. Johnson seconds but amends it to get bids from both WSB and Hawkinson Anderson. T. Nelson is concerned because he wants to know who is going to be in charge of billing and he does not know if this is the right time to be switching Engineers. T. Nelson said we would have to pay someone to get up to speed to on the roads. T. Nelson said they should just put a *tight leash* on him. L. Johnson agrees with T. Nelson. C. Cagle said to go find out what it would cost to have someone new come in to catch someone up.



R. Keller said J. Pelawa was supposed to explain the bills this evening, but he left.
B. Seekon said he is on probation and bills nothing without direct approval from the Chair.
They will still get quotes from the two other companies. T. Nelson said they need someone to sign off on the road work.

R. Keller rescinds his motion. L. Johnson rescinds his motion.

B. Seekon made a motion to put J. Pelawa on suspension and not have any billable hours unless approved by the Chair. L. Johnson seconded. All in favor, motion carried.

B. Seekon made a motion to get a quote from WSB and Hawkinson Anderson and make them aware of the road project sign offs. T. Nelson seconded. All in favor, motion carried.

B. Seekon made a motion prior to any payments the Town Board are requiring a full explanation and want copies of all bid documents. T. Nelson seconded. All in favor, motion carried.

12. UPCOMING MEETINGS

- ❖ Parks Meeting – June 26, 2018 – 6:00 pm
- ❖ CCATO Meeting – June 27, 2018 – 7:00 pm
- ❖ Pre-Con Meeting – June 20, 2018 – 1:00 pm
- ❖ Planning Commission- July 11, 2018- 7:00 pm
- ❖ Board Meeting- July 17, 2018- 7:00 pm

13. ADJOURN

T. Nelson made a motion to adjourn the meeting at 9:48 pm. B. Seekon seconded. All in favor, motion carried.

Board Chair Signature

Town Clerk Signature

