

Dead Lake Township
Town Board Meeting Minutes
April 11, 2022

At 5:00 p.m., The meeting was called to order.

Present: Justin Kirchenwitz, Arnold Gietzen, Dave Ellingson and Kim Wells.

There was one person in the audience. Sign In sheet attached.

The Pledge of Allegiance was recited by those present.

Monthly Meeting Minutes: Kirchenwitz made a motion to approve the March 2022 meeting minutes with Gietzen seconding the motion. Motion approved unanimously.

Financial Report: Wells reported the figures for March as follows:

General Fund	\$ 27,693.25
Road/Bridge Fund	\$ 131,228.50
Township Equipment Fund	\$ 15,000.00
Verizon Lease Payment	\$ 5,005.69
Fire Fund	\$ <u>2,480.04</u>
Total	\$ 181,407.48

A motion was made by Kirchenwitz to approve the March 2022 Financial Report, Gietzen seconded. Motion passed. Wells reported that a total of \$2,344.43 was received during the month of March 2022; and the accounts balanced with the bank statements.

Bills: The Clerk presented the April 2022 bills for approval. After discussion, a motion was made by Gietzen and seconded by Kirchenwitz to approve the April bills. Motion passed.

OLD BUSINESS

Spraying Quote: Kirchenwitz will reach out to Carr's to get a spraying quote for the whole township.

Annual Letter & Chloride Letter: Clerk presented the letters for chloride and the annual letter. Supervisors discussed any changes to be made. There were no changes. The Clerk will get them sent out this week to the residents.

Road Tour: Supervisors discussed when a good time for all the Supervisors to go on the road tour. It was decided on Saturday, April 23rd. The Supervisors will meet at the Town Hall at 9:00 am. The Clerk will post a notice of the road tour on the message board at the Town Hall and also put a notice in the Perham Focus newspaper.

NEW BUSINESS

Cozy Cove Resort-Beer License: Lynn Gribble, owner of Cozy Cove Resort was at the meeting to get their 3.2 beer license approved to sell during the resorts month of operation. Also Gribble stated they added a wine license. Kirchenwitz made a motion to approve both the beer & wine licenses. Gietzen seconded. Motion passed unanimously. The Chairman & the Clerk signed both documents and the Clerk made copies to keep for the Township.

Election Results: Kirchenwitz reported the election results. The vote passed to change the board from a 5 person board to a 3 person board. Kirchenwitz made a motion to re name the Supervisor Seats to A B C instead of A C and D. Gietzen seconded. Motion passed.

Road Closed Signs: Gietzen reported he has brought in all the road closed signs off the minimum maintenance roads. He also stated that there was a couple posts he was not able to get out as they were still froze down, and that he will be getting them out as soon as the weather warms up.

Updated Supervisor Contact: The Clerk asked the Supervisors if there were any changes in their contact information. The updated contact information was requested by Otter Tail County & MAT. The Supervisors stated that there were no changes. The Clerk will fill out the forms and send them to Otter Tail County & MAT.

RE-ORGANIZATION OF THE BOARD: The Supervisors went over the re-organizational agenda. It was decided to the Chairperson & Vice Chairperson stay the same. The Supervisors went over the Compensations. The Supervisors discussed leaving all compensations the same, except the Election Judge wages. After Supervisor discussion, it was decided to increase the election judge wages. Gietzen made a motion to increase the election judge wages to \$25.00 per hour, Ellingson seconded. Motion carried unanimously. Kirchenwitz made a motion to keep United Community Bank as our Official Depository, Gietzen seconded. Motion passed unanimously. Kirchenwitz made a motion to keep the Official Posting Place at the Dead Lake Town Hall, Gietzen seconded. The motion passed unanimously. The Monthly Meeting Dates for the Board Meetings were discussed by the Supervisors. The Supervisors agreed on the dates. The times of the meetings were also discussed. Ellingson made a motion to change the meeting times to 6:00 pm. Gietzen seconded. Motion carried unanimously. The Supervisors discussed the Appointments. Gietzen will keep the Appointment of the Noxious Weed Inspector. Kirchenwitz made a motion to have Ellingson become the Fence Viewer. Gietzen seconded. Motion carried. Supervisors discussed the Road Liaison to the Road Maintenance Operators. After Supervisor discussion, Kirchenwitz made a motion to have Ellingson be the Road Liaison, Gietzen seconded. Motion passed. The Chloride Appointment was discussed. After discussion, Kirchenwitz will be marking the roads for the Chloride.

Complaint Filed by Cheryl Harris: Kirchenwitz reported to the board that he contacted Cheryl Harris today on a matter concerning a town line road. During their conversation, Harris ~~admitted~~ that she filed a formal complaint against Dead Lake Township to Otter Tail County on the Annual Township Election held on March 8, 2022.

informed him

Upcoming Items on Calendar: Road Tour on Saturday, April 23rd at 9:00 am.

Housekeeping Items: There was a few advertising items. Signed checks.

Next Board Meeting: The next Board meeting will be held May 9, 2022 at 6:00 pm at the Dead Lake Town Hall. A motion was made by Kirchenwitz and seconded by Ellingson to adjourn the meeting. Meeting was adjourned at 6:55 pm.

Respectfully Submitted:


Kim Wells, Clerk/Treasurer

Approved:


Justin Kirchenwitz, Chairperson

Date Range : 4/1/2022 To 4/11/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
04/05/2022	United Community Bank	Payment on Loan	9222	\$1,000.00			
					285-41940-612-36	General Government Buildings and Plant	\$247.75
					285-41940-602-36	General Government Buildings and Plant	\$752.25
04/01/2022	Sazama Road Maintenance	Snow removal with snow blower	9224	\$2,875.25			
					201-43125-464-	Ice and Snow Removal	\$2,875.25
04/11/2022	Forum Communications Company	Ad for road grader operator/Ad for Chloride 2022	9225	\$194.18			
					201-41420-341-31	Recording and Reporting	\$38.17
					201-41420-346-40	Recording and Reporting	\$156.01
04/11/2022	Kimberlie Wells	Re-imbursed mileage 68 miles/Clean Town Hall before & after election & annual mtg	9226	\$89.78			
					100-41425-331-34	Clerk	\$39.78
					100-41940-455-36	General Government Buildings and Plant	\$50.00
04/11/2022	Arnold Gietzen	Reimb: Mileage 54 miles @ .58.5	9227	\$31.59			
					201-41110-331-34	Council/Town Board	\$31.59
04/11/2022	Justin Kirchenwitz	Moderator @ annual mtg/re-imbursed mailing labels	9228	\$52.57			
					100-41901-113-	Other General Government	\$20.00
					100-41901-204-	Other General Government	\$32.57
04/11/2022	Lake Region Electric Coop	Electric Bill - 2022 March	9229	\$122.24			
					100-41940-381-49	General Government Buildings and Plant	\$122.24
04/11/2022	Auto Value	Floor dry for Shop	9230	\$29.98			
					201-41940-215-	General Government Buildings and Plant	\$29.98

Date Range: 4/1/2022 To 4/11/2022

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
04/11/2022	PERA	PERA deductions for Clerk March 2022 payroll	9231	\$183.74			
					100-41425-121-	Clerk	\$98.43
					100-41425-173-	Clerk	\$85.31
04/11/2022	Internal Revenue Service	Federal Withholding 1st Quarter 2022	9232	\$3,430.03			
					100-41950-127-	Tax Payments	\$3,430.03
04/11/2022	Postmaster	2 Rolls of Stamps	9233	\$116.00			
					100-41901-322-	Other General Government	\$116.00
04/11/2022	NAPA Central	Connector for Truck #600	9243	\$4.69			
					201-43126-449-	Road and Bridge Equipment	\$4.69
04/11/2022	Lakes Area Cooperative	Propane at Town Hall/Shop	9244	\$460.00			
					100-41940-216-43	General Government Buildings and Plant	\$460.00
04/11/2022	Otter Tail County Treasurer	Ditch asmt 1.39/Solid waste 14.00/Ditch asmt .78/Ditch asmt 1.18	9245	\$17.35			
					100-41950-813-	Tax Payments	\$14.00
					100-41950-814-	Tax Payments	\$0.78
					100-41950-812-	Tax Payments	\$1.39
					100-41950-814-	Tax Payments	\$1.18
04/11/2022	Otter Tail County Highway Dept	Mixed Sand/Salt Inv. 6672 (Date:1/13/22)	9246	\$145.33			
					201-43101-224-42	Highways, Streets & Roadways	\$145.33
04/11/2022	Lakes Area Truck Repair	Fender Bracket/LED Lamp #600 snow plow truck	9247	\$119.35			
					201-43126-221-600	Road and Bridge Equipment	\$119.35

Total \$8,872.08