

Dead Lake Township
PO Box 54
Richville, MN 56576

Dead Lake Township Monthly Meeting Minutes
July 10, 2023

At 6:00 p.m., the meeting of Dead Lake Township Board of Supervisors was called to order by Supervisor Chairperson Kirchenwitz.

Present: Justin Kirchenwitz, Dave Ellingson, Duane Ard, Dawn Lueders, Cheryl Harris and Tammy Trosdahl

There was one person in the audience. (Sheet attached)

The Pledge of Allegiance was recited by those present.

Monthly Meeting Minutes: Supervisors reviewed the June minutes. A motion was made by Kirchenwitz and seconded by Ard to approve the June 2023 Meeting Minutes. Motion passed unanimously.

Financial Report: Trosdahl reported the figures for June 2023 as follows:

General Fund	\$ 21,339.34
Road & Bridge Fund	\$ 38,728.32
Township Equipment Fund	\$ 30,000.00
Fire Fund	\$ 4,297.07
Verizon Lease Payment	<u>\$ 5,102.73</u>
Total	\$ 99,467.46

A motion was made by Kirchenwitz to approve the June 2023 Financial Report. A second was made by Ard. Motion passed unanimously. Trosdahl reported that the numbers for June for CTAS agreed with the Bank Statements. Trosdahl reported that a total of \$1,707.36 was received during June 2023.

Bills for June: Lueders presented the bills for July 2023 to the Supervisors. After reviewing the bills, a motion was made by Ard and seconded by Kirchenwitz to approve the bills as presented. Kirchenwitz and Ard approved all bills, with Ellingson abstaining on the bills for Lakes Area Truck Repair. Motion passed. Ellingson will sign the paperwork for Conflict of Interest for Lakes Area Truck Repair because he is an employee, and the paperwork will be on file with the Clerk.

OLD BUSINESS

Grader Teeth: Sazama Road Maintenance has installed new grader teeth. The grader operator is really satisfied with the new teeth. Ellingson will get in contact with Kris Engineering and get an extra box of grader teeth, so we have some extra on hand.

Fire Extinguisher Inspection: Kirchenwitz hasn't heard back from Summit Companies. This will be tabled until the August meeting.

Special Meeting for Levy: There was a discussion about having a special meeting to increase the Levy. Kirchenwitz stated nobody wants to raise the Levy if we don't have too. Kirchenwitz did some checking and if needed, the Township can get a loan from the bank if the Township runs short on funds. It would be set up as a Line of Credit from the bank, and the Township could borrow from the account only the amount they would need. The Township would pay interest on the account and then can revisit the Levy amount at the Annual Meeting. The decision was to not have a special meeting to raise the Levy at this time and address any Levy increase at the annual meeting.

EMS Meeting Report: Harris reported that an emergency meeting of the EMS Board was called on June 26th. At that meeting, the Board voted to approve the audit of EMS required by the Joint Powers Agreement. Also discussed were the three options to determine the future of EMS in our area. Option 1 is to create a tax-district and each of the members would pay a percentage determined by the Hospital who would control the tax district; Option 2 would be members paying a percentage based upon property valuations in each members area; Option 3 would be members paying a percentage based upon population in each members area. Option 1 requires a unanimous vote. Members were encouraged to discuss the three options with their respective Boards at their July meetings in order to be prepared to vote on an option at the August 21st meeting of the EMS Board. If no option is approved, the result may be the EMS would be dissolved. After discussing the three options, it was the consensus of the Supervisors that Option 3 would be the one the Township would want to vote for if one must be chosen. Harris also reported that she could no longer represent the Township and a new representative would need to be selected. Kirchenwitz and Ard agree that whichever one of them is available would attend the upcoming meetings.

NEW BUSINESS

Road Tour: Supervisors discussed the road tour (see attached sheet)

Trees on 385th Avenue: The Supervisors drove 385th Avenue and looked at the other trees that Marlyn Burns was referring to at the June 2023 meeting and looked at the tree across from the Burns residence. It is the recommendation of the Supervisors to have the tree across from the Burns residence removed this fall as well, stating the concern for the snowplow having the ability to plow and push snow off the road. It is also a concern that if drivers are speeding down the road as Burns stated in his letter from June 2023, that the tree is a liability for both the Township and Burns if the tree remains. A letter will be sent out to Marlyn and Melissa Burns letting them know the findings of the Supervisors. Burns will have until September 1 to appeal the decision, or the tree will be removed this fall.

Southview Lane: Harris stated that the Supervisors should check out the sumac on the North/South portion of Southview Lane. Harris stated that she felt the sumac would become a problem with snowplowing. Ard stated that Jeff Guck from Rush Lake Township said they are taking out some branches and sumac on the cul-de-sac. On the north/south portion Kirchenwitz felt that the sumac will be kept from encroaching on the road if it continues to be mowed. Kirchenwitz also stated that the property owner on the end of that section by the corner was going to cut back some of the sumac as well. Kirchenwitz will drive Southview Lane and look at the sumac and discuss this at the next meeting.

Marion Lodge Trail: Harris stated that she had been down Marion Lodge Trail and there were numerous cars parked along the side of the road, the road right-of-way, and almost up onto the cul-de-sac. Kirchenwitz stated that when the Supervisors went on the road tour, there was a boat and camper parked on that cul-de-sac for two weeks before the camper was pulled into the yard below the cul-de-sac. Harris read a letter she drafted to the property owners on Marion Lodge Trail. Kirchenwitz made a motion to approve the letter as Harris presented it and to have the letter sent to all property owners on Marion Lodge Trail. Ard seconded the motion and the motion carried unanimously.

Ross Approach: Stephen and Amanda Ross have installed the approach on the lot behind 38978 South Marion Drive. Ellingson and Ard both inspected the approach, and both agreed the approach does not pass inspection. The approach slopes toward the township road and the side slopes are not the 4:1 that is required. Ellingson said to send a letter to Stephen Ross and inform him of the requirements needed to bring the approach up to code.

Ross/Wilson Approach: Val Ross and Victoria Wilson have applied for an approach on 397th Street. Ellingson and Ard have both looked over the proposed approach site. The approach will need a culvert. It was approved to allow the installation of the approach. Kirchenwitz will be in touch with Val Ross and inform her that the requested approach has been approved for being built, however a culvert will be required.

Lakes Community Cooperative LP Contract: Dead Lake Township received a letter with contract prices for our LP needs for the upcoming winter. The current contract price is \$1.60 per gallon. There was 158.5 gallons left from the contract for the 2022-2023 winter. The Township contracted 1,000 gallons last year. Kirchenwitz made a motion and Ard seconded to sign the contract for the 2023-2024 winter for 800 gallons and send the contract back to LCC. Motion carried unanimously.

Supervisor Elections: Harris reported that as a result of the abolishment of Option A (5-person Supervisor Board) at the March 2022 Annual Township Election, a situation was created whereby at the 2024 Annual Election, two supervisors would be on the ballot and the following year, 2025, there would be no election of any supervisor. To get the Township back on schedule with one being elected per year, Harris contacted MAT to determine what could be done. MAT offered three options. Option 1 is to do nothing; Option 2 is to have the Township Board make a motion to extend the Supervisor's term by one year; and Option 3 is to retain a lawyer to go before a Signing Judge to have the extension of one Supervisor for one year. After discussion of each option and in an effort to save taxpayer funds, Ard made a motion to extend Seat A by one year and moving that Seat election to 2025 and have Seat C on the ballot in 2024. Ellingson seconded. Motion passed with Kirchenwitz abstaining. The result is now there will be one Supervisor up for election each year.

Rodel Drive & Rodel Trail: Ard was contacted by the Grader operator that Rodel Drive and Rodel Trail are getting torn up by ATV's and/or side-by-sides. Kirchenwitz said he would be in touch with Cory Adams and Lyle Hovde as they know everyone on Rodel Drive and Rodel Trail to have those two spread the word that the tearing up of the road needs to stop. Ard stated that when the grader wheels get into the ruts, a decent job of grading cannot be done.

Treasurer training: Harris is thinking that if we can get through September and then in October Trosdahl would be able to take over. Harris wants to train Lueders on doing the quarterly payroll reports in October. Kirchenwitz asked Harris if she could do the training on the quarterly payroll reports even if Harris has already stepped down as Treasurer. Harris stated that she could do the training without being the Treasurer. Kirchenwitz asked Trosdahl how she was feeling about how the training was going. Trosdahl said she would be able to take over and have Harris as a resource to contact as needed. Kirchenwitz suggested that at the end of the August meeting the switch be made to make Trosdahl the Treasurer.

Springs for the snowplows: Ellingson received a quote for replacing the springs on the snowplow trucks. Ellingson stated the cost would be \$2,000 to \$2,500 just for the parts per blade, for both front and side. The hours of labor would depend on what they find once everything is all apart. Kirchenwitz felt the focus should be on the front blade for now. Ard and Ellingson agreed the front blade should be done first and go from there. Ellingson will come to the August meeting with more information and then decide. The Supervisors feel the yellow truck should be the priority at this time.

Calendar Items: There weren't any this month.

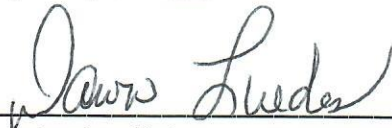
Housekeeping Items:

There were housekeeping items laid out for the Supervisors to look at if they wanted.

The next regular Board Meeting will be held at 6:00 p.m. on August 14th, 2023, at the Dead Lake Township Hall.

Having no further Township business to conduct, Kirchenwitz motioned to adjourn the meeting. Ard seconded. Motion carried unanimously. The meeting adjourned at 7:21 p.m.

Respectfully submitted:



Dawn Lueders, Clerk

Approved:



Justin Kirchenwitz, Chairperson

2023 Dead Lake Township Road Tour July Notes

Govern Rd: Asphalt patch. See notes for 360th Street below. Kirchenwitz marked the area on Govern, took a picture, and sent it to Hendershot at Performance Paving for an estimate. The quote from Performance Paving was \$3,936 to fix one spot from the road tour. Justin Roadman from Mark Sand and Gravel was out and looked over the roughly ½ mile area. Justin from Mark Sand and Gravel stated the cost to rip out the asphalt, remove about one foot of material (could be more depending on what they find in the swamp), put down the fabric, cover everything back up with the proper gravel material, and put asphalt back down on top would be approximately \$340,000. The cost to reclaim that section of road to gravel would be approximately \$30,000. Justin Roadman suggested for now, to keep doing the cutting out and filling with gravel.

360th St: Asphalt patches. Kirchenwitz got a quote from Performance Paving to repair the areas needing patches. Dan Hendershot from Performance Paving gave a quote for four areas on 360th but there wasn't one for Govern Road. Kirchenwitz will reach out to Hendershot for clarification on his quote and revisit both 360th St. and Govern Road needs next month for patching. There was also discussion on options available since there is constant patching being done and the cost involved. Kirchenwitz stated that we would likely not be able to get anyone out to do any paving before winter because everyone has already ordered their asphalt and has all their jobs lined up. Kirchenwitz stated that the Supervisors have some options available. The Supervisors could choose to leave the road as is. Kirchenwitz said the job Mr. D's Excavating did with the one area looks good. Mr. D's Excavating could dig out the other problem areas and do the same thing with the gravel as with the first area. Patching the areas with asphalt would be another option. The Supervisors could always leave the areas as they currently are until next year. Kirchenwitz said no decision needs to be made at this meeting. The Supervisors can think about what option they would think is best and revisit this at the next meeting. The area that Mr. D's Excavating has repaired is holding up well. The quote from Performance Paving to fix the four spots was \$19,764. Kirchenwitz is making some phone calls and getting more information as to what options may be available to the Township. Motion by Kirchenwitz and seconded by Ard to have Mr. D's Excavating cut out, repair, and refill with gravel the fourth spot on 360th Street. Motion carried unanimously.

385th Ave: 2 trees on the lakeside to be removed, owners need to be contacted. Gravel 385th. Being the trees are so close to the road, they are a hazard for the snowplow and grader. It was noted that when snow plowing, the road gets very narrow through this section and this past winter was only wide enough for one vehicle. There was a motion made by Ard and seconded by Ellingson to send a letter to the landowners letting them know the Township's intent to remove the trees. The landowners can request a hearing within 14 days of the letter date. The motion carried unanimously. It was decided to wait until next year, before the chloride is applied, to apply gravel to 385th Avenue. Marlyn Bruns was at the meeting regarding the letter Dead Lake Township sent out about the Supervisors intention to remove the two trees. Bruns asked the Supervisors to reconsider removing those trees as they have been there for many years. Bruns also suggested that if those two trees are causing a hazard, then the Supervisors should go further down 385th Avenue and look at all the trees that are close to the top of the road. Bruns stated that he drove down 385th Avenue and has counted 18 trees that are within four to six feet off the road. Kirchenwitz stated that the Supervisors will drive 385th Avenue and look over the other trees that Bruns brought up. Kirchenwitz told Bruns that a decision will be made at the next meeting. Kirchenwitz stated the tree across from Wenner's property will be removed this fall.

The Supervisors drove 385th and looked at the other trees that Marlyn Burns was referring to at the June 2023 meeting and looked at the tree across from the Burns residence. It is the recommendation of the Supervisors to have the tree across from the Burns residence removed this fall as well, stating the concern for the snowplow having the ability to plow and push snow off the road. It is also a concern that if drivers are speeding down the road as Burns stated in his letter from June 2023, that the tree is a liability for both the Township and Burns if that tree remains. A letter will be sent out to Marlyn and Melissa Burns letting them know the findings of the Supervisors. Burns will have until September 1 to appeal the decision, or the tree will be removed this fall.

Notes: There were several trees and limbs down from the winter especially from the last heavy snow we got; tree trimmer will take care of these. Supervisors cleaned up 2 areas with excessive damage in yards from winter plowing. **Al Sazama has some of the debris cleaned up and will finish the rest of the areas.**

Legend:

May

June

July

Date Range : 7/11/2023 To 8/14/2023

<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>
08/05/2023	United Community Bank	Loan Payment for August 2023	9550	\$1,000.00			
					285-41501-612-36	Financial Administration	\$187.96
					285-41501-602-36	Financial Administration	\$812.04
08/14/2023	Lake Region Electric Coop	Electric Bill - July 2023	9551	\$46.42			
					100-41940-381-49	General Government Buildings and Plant	\$46.42
08/14/2023	Arvig	Internet monthly fee	9552	\$92.17			
					100-49141-325-36	General Gov't Building and Plant Parking Lots	\$92.17
08/14/2023	Kris Engineering, Inc	30 teeth for grader	9553	\$218.82			
					201-43126-221-31	Road and Bridge Equipment	\$218.82
08/14/2023	Kennedy & Graven, Chartered	cell tower lease agreement; review lease with Cheryl; phone call and email with Verizon	9554	\$446.50			
					100-41601-304-	Legal Services	\$446.50
08/14/2023	Lakes Area Truck Repair Inc	4 inserts and one shim on grader	9555	\$483.44			
					201-43126-221-31	Road and Bridge Equipment	\$483.44
08/14/2023	Cheryl Harris	Reimburse - 16 miles	9556	\$10.48			
					100-41510-331-34	Treasurer	\$10.48
08/14/2023	Duane Ard	Mileage Reimbursement 78 miles	9557	\$51.09			
					201-41110-331-34	Council/Town Board	\$51.09
08/14/2023	Dawn Lueders	mileage reimbursement; 100 miles	9558	\$65.50			
					100-41425-331-34	Clerk	\$65.50
08/14/2023	Lakes Community Cooperative	800 gallons of LP for winter fill contract @ \$1.60 per gallon	9559	\$1,280.00			

Date Range : 7/11/2023 To 8/14/2023

<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>
					100-41940-217-43	General Government Buildings and Plant	\$1,280.00
08/14/2023	Tammy Trosdahl	mileage reimbursement; 24 miles	9560	\$15.72			
					100-41510-331-34	Treasurer	\$15.72
08/14/2023	PERA	Withholding for PERA August 2023	9561	\$383.26			
					100-41950-121-	Tax Payments	\$205.32
					100-41950-173-	Tax Payments	\$177.94
Total For Selected Claims				\$4,093.40			\$4,093.40



Dave Ellingson Town Supervisor

8/14/23
Date



Duane E Ard Town Supervisor

8/14/23
Date

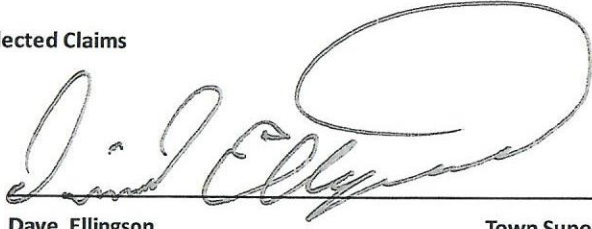


Justin W Kirchenwitz Town Supervisor

8/14/23
Date

Date Range : 7/11/2023 To 7/17/2023

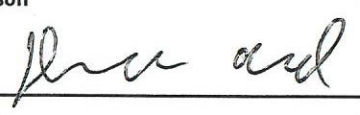
<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/17/2023	Postmaster	mail certified letter to Burns for tree removal	9549a	\$4.35			
					201-43101-204-906	Highways, Streets & Roadways	\$4.3
Total For Selected Claims				\$4.35			\$4.3



Dave Ellingson Town Supervisor

8/14/23

Date



Duane E Ard Town Supervisor

8/14/23

Date



Justin W Kirchenwitz Town Supervisor

8/14/23

Date