

*Dead Lake Township
PO Box 54
Richville, MN 56576*

Dead Lake Township Monthly Meeting Minutes

October 9, 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, Tammy Troisdahl, and Cheryl Harris.

There were two people in the audience. (Sheet attached)

The Pledge of Allegiance was recited by those present.

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

Financial Report: Troisdahl reported the figures for September 2023 as follows:

General Fund	\$ 11,172.41
Road & Bridge Fund	\$ 23,190.11
Township Equipment Fund	\$ 30,000.00
Fire Fund	\$ (3,382.16)
Verizon Lease Payment	<u>\$ 6,383.98</u>
Total	\$ 67,364.34

A motion was made by Kirchenwitz to approve the September 2023 Financial Report. A second was made by Ard. Motion passed unanimously. Kirchenwitz questioned making an extra loan payment from the Verizon fund. Harris stated it would be better to wait until next month, so we get one more deposit into the account. It was also decided that with the property tax revenue coming in the end of October, to transfer \$7,500 now from the Road and Bridge Fund to the Equipment Fund. Another \$7,500 will need to be transferred from the Road and Bridge Fund to the Equipment Fund once the property tax monies are received. Troisdahl reported that the numbers for September for CTAS agreed with the Bank Statements. Troisdahl reported that a total of \$1,587.64 was received during September 2023.

Bills for October: Lueders presented the bills for October 2023 to the Supervisors. After reviewing the bills, a motion was made by Ard and seconded by Kirchenwitz to approve the bills as presented. Motion passed unanimously.

OLD BUSINESS

Trees on 385th Avenue: Kirchenwitz stated that Sazama Road Maintenance will be removing the two trees in November.

Trees along Beaver Dam Road: Kirchenwitz reported that he investigated the trees that are along Beaver Dam Road down to Beaver Dam Trail that keep falling over and there was a question as to if that is Star Lake Township's responsibility or is Dead Lake Township's responsible. Kirchenwitz looked at the shared road agreement that Dead Lake Township has with Star Lake Township and Dead Lake Township maintains Beaver Dam Road all the way to Beaver Dam Trail. There was discussion about the trees down by Beaver Dam Trail on Beaver Dam Road being the ones that are falling over and requiring someone to go down and remove them frequently. Ard feels they should be taken down so there is no need to be going down to clear trees that are in the way all the time. Kirchenwitz agreed and it will not be a major expense. There was a motion by Kirchenwitz and seconded by Ard to remove the problem trees on Beaver Dam Road down by Beaver Dam Trail near the shore. Motion carried unanimously.

Ross/Wilson Approach: Ard inspected the approach that has been installed. At that time there was no gravel or class 5 on the approach. Ellingson said there shouldn't be any issues with the approach affecting the township road. A motion was made by Kirchenwitz and seconded by Ellingson to send a letter approving the approach and returning the deposit paid.

Hopwood Approach: Ellingson spoke with Doug Hopwood and Hopwood stated he plans to fill out the paperwork for the approach.

2nd Ditch Mowing: Kirchenwitz contacted Ben Wolden Landscaping about doing the second ditch mowing. Ben sold one of his mowers and the other mower is currently broken and he is waiting on parts. Kirchenwitz called around to some other people, one being Michael Holstrom, a supervisor from Amor Township. Holstrom said he would contact the other supervisors for Amor Township about the possibility of their mower operator mowing Dead Lake Township ditches. It was decided to wait until Friday to see if Ben Wolden will get the parts to fix his mower and be able to mow Dead Lake Township. If Ben Wolden won't be able to get his mower fixed, then Kirchenwitz is supposed to reach out to Holstrom from Amor Township and see if their employee can mow Dead Lake Township's ditches.

Snowplow truck repairs: Kirchenwitz drove the yellow truck into Lakes Area Truck Repair to have the DOT inspection done and servicing on the truck. When the yellow truck is done then it will be taken to Jake Rosenthal to weld the springs. The red truck is at Curt Osterfeld's to have the new box installed. Osterfeld said the truck would be done by November 1st. There was discussion about purchasing a couple of large cement blocks to put in the box on the red truck and alleviate the need to have salt/sand in the box just for having the extra weight. It was motioned by Kirchenwitz to purchase a couple of cement blocks from either Erik Ruther or Strata, depending on which is less expensive. The motion was seconded by Ard and carried unanimously. Ellingson will take care of getting them.

EMS Meeting: Kirchenwitz did some additional research on the need for Dead Lake Township to pay Perham EMS for 2023, being Perham EMS is quickly running out of money. Kirchenwitz found that the township could opt out but legally needs to have an EMS service available to the residents of the township. The MAT attorney that Kirchenwitz talked to said that option would be very expensive for the township and that staying with Perham EMS, and paying the amount they request would be the least expensive option for now.

NEW BUSINESS

Winter Maintenance Agreement: Lueders received information from the County regarding our winter maintenance agreement. In 2022 we requested 45 tons of sand/salt. In the winter of 2022/2023 Dead Lake Township used 20 tons. It was motioned by Kirchenwitz and seconded by Ard to reduce the request to 30 tons for this year. Motion passed unanimously. Lueders will get the agreement sent back to the County.

2023 Seal Coat/Traffic Markings: The Township will not be participating.

2023 Signs & Posts: The Township takes care of any needs we have ourselves so no need to participate.

Snow Fences: Kirchenwitz will put them up before the ground freezes.

Line up tow trucks: Ellingson will line up the tow trucks for early am or late pm during the winter.

Erik Ruther Approach: Harris reported that Erik Ruther was wondering about getting the deposit check back that he submitted for the approach he installed in 2022. Harris has looked through all the files she has and can't find a check for him. It was decided that a letter be sent to Ruther letting him know we cannot find a check and if we do come across it, it will be returned to him. Lueders will take care of the letter.

Extra Snowplow Driver: Kirchenwitz commented that Harris ran an ad on Facebook Marketplace looking for a backup snowplow driver for the Township. Andrew Smith confirmed that he will not be coming back this year. Kirchenwitz stated that Jake Rosenthal might be interested in the position. Ellingson said that Randy Vromen's son may also be interested. It was stated that they must have a CDL to drive the snowplow. Ard stated that a CDL is not needed. Kirchenwitz stated that he forwarded an email last year that if they stay in their township, off the main road, and only go to town for fuel, and to a town under a population of 5,000, then a CDL is not legally required.

Resignation: Harris read and submitted her letter of resignation as Treasurer to the Board, effectively immediately. Harris stated that with her resignation Trosdahl is also immediately no longer Deputy Treasurer. Trosdahl's release as Deputy Treasurer does allow for the Township to appoint her as Treasurer if they wish to. Harris will gladly be a resource as needed for any questions that arise for the Clerk or Treasurer. The board thanked Harris for her many years of service to Dead Lake Township. There was a motion by Kirchenwitz and seconded by Ard to accept the letter of resignation from Harris.

Treasurer position: Due to the resignation of Harris, Kirchenwitz made a motion to appoint Tammy Trosdahl as the Treasurer for Dead Lake Township at the same rate of pay she is currently earning. Ellingson seconded the motion. Motion carried unanimously. Trosdahl accepted the appointment.

Deputy Clerk: Clerk Lueders appointed Cheryl Harris as her Deputy Clerk.

Calendar Items: The meeting for East Otter Tail Association of Townships will meet on Tuesday, October 24th in Deer Creek at 6:30pm at the Community Center. Ellingson stated he will see if he can make it. If Ellingson or Ard are unable to make it, Lueders will go.

Housekeeping Items:

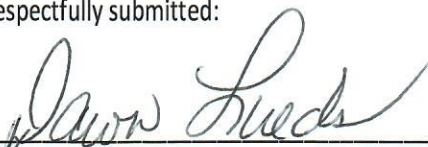
There weren't any housekeeping items this month.

The mail received was 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 November 13th, 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 6:44p.m.

Respectfully submitted:



Dawn Lueders, Clerk

Approved:



Justin Kirchenwitz, Chairperson

Date Range : 10/10/2023 To 11/13/2023

<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>
11/03/2023	Arvig	Internet monthly fee	9591	\$86.95	100-49141-325-36	General Gov't Building and Plant Parking Lots	\$86.95
11/10/2023	Amazon	set of printer toner	9592	\$348.05	100-41420-202-	Recording and Reporting	\$348.05
11/13/2023	Lake Region Electric Coop	Electric Bill - October 2023	9593	\$75.17	100-41940-381-49	General Government Buildings and Plant	\$75.17
11/03/2023	Dent Oasis	Diesel for snow plow #580	9594	\$98.98	201-43126-212-38	Road and Bridge Equipment	\$98.98
11/13/2023	Lakes Community Cooperative	868.7 gallons of diesel fuel for the shop tank @ \$3.90 per gallon (disc 86.87)	9595	\$3,301.06	201-43101-212-45	Highways, Streets & Roadways	\$3,301.06
11/13/2023	North Central Inc	install used dump box on red #580 snow plow	9596	\$4,585.60	201-43126-404-38	Road and Bridge Equipment	\$4,585.60
11/13/2023	Ryan Fithen dba Mr. D's	culvert 375th Ave; patch, gravel 360th St; gravel on 370th St, 390th Ave, Dead Lake Rd	9597*	\$3,550.00	201-43122-438-910	Unpaved Streets	\$950.00
					201-43122-452-801	Unpaved Streets	\$1,000.00
					201-43122-465-802	Unpaved Streets	\$615.00
					201-43122-465-907	Unpaved Streets	\$135.00
					201-43122-439-700	Unpaved Streets	\$250.00
					201-43122-465-801	Unpaved Streets	\$200.00
					201-43122-465-702	Unpaved Streets	\$400.00
11/13/2023	Sazama Road Maintenance, LLC	remove 2 trees - 385th Ave; attach wing & chain, fix step, cable & fender - grader	9598	\$2,128.50			

Date Range : 10/10/2023 To 11/13/2023

<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>
					201-43122-447-906	Unpaved Streets	\$663.50
					201-43126-448-31	Road and Bridge Equipment	\$1,465.00
11/13/2023	Lakes Area Truck Repair Inc	Truck #600 full PM service and DOT inspection, replace air dryer cartridge	9599*	\$691.54			
					201-43126-221-600	Road and Bridge Equipment	\$691.54
11/13/2023	Cheryl Harris	Reimburse - 16 miles @ .655	9600	\$10.48			
					100-41510-331-34	Treasurer	\$10.48
11/13/2023	Tammy Trosdahl	mileage reimbursement; 56 miles @ .655	9601	\$36.68			
					100-41510-331-34	Treasurer	\$36.68
11/13/2023	Dawn Lueders	mileage reimbursement for 130 miles @ .655	9602	\$85.15			
					100-41425-331-34	Clerk	\$85.15
11/13/2023	PERA	Withholding for PERA November 2023	9603	\$259.00			
					100-41950-121-	Tax Payments	\$138.75
					100-41950-173-	Tax Payments	\$120.25
11/13/2023	United Community Bank	Safe deposit box rental	9604	\$35.00			
					100-41501-419-	Financial Administration	\$35.00
11/05/2023	United Community Bank	November loan payment	9605	\$1,000.00			
					285-41501-612-	Financial Administration	\$174.64
					285-41501-602-	Financial Administration	\$825.36
11/13/2023	Jakes's Welding, LLC	weld trip edge on yellow plow truck #600	9606	\$120.00			
					201-43126-221-600	Road and Bridge Equipment	\$120.00

Date Range : 10/10/2023 To 11/13/2023

<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>
Total For Selected Claims				\$16,412.16			\$16,412.16



Dave Ellingson Town Supervisor

11/13/23

Date



Duane E Ard Town Supervisor

11/13/23

Date



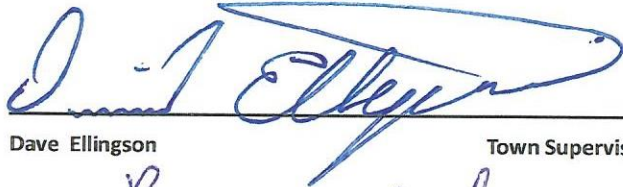
Justin W Kirchenwitz Town Supervisor

11/13/23

Date

Date Range : 10/1/2023 To 10/31/2023

<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>
10/27/2023	Dent Oasis	Diesel for snow plow #600	9590	\$115.97	201-43126-212-600	Road and Bridge Equipment	\$115.97
Total For Selected Claims				\$115.97			\$115.97



Dave Ellingson Town Supervisor

11/13/23

Date



Duane E Ard Town Supervisor

11/13/23

Date



Justin W Kirchenwitz Town Supervisor

11/13/23

Date