

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

Dead Lake Township Monthly Meeting Minutes
September 11, 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, and Cheryl Harris.

Absent: Tammy Trosdahl

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

The Pledge of Allegiance was recited by those present.

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

Financial Report: Harris reported the figures for August 2023 as follows:

General Fund	\$ 13,241.45
Road & Bridge Fund	\$ 26,390.99
Township Equipment Fund	\$ 30,000.00
Fire Fund	\$ 4,367.84
Verizon Lease Payment	<u>\$ 5,956.82</u>
Total	\$ 79,957.10

A motion was made by Kirchenwitz to approve the August 2023 Financial Report. A second was made by Ard. Motion passed unanimously. Harris stated that we need to transfer \$15,000 into the equipment fund after the fall property tax settlement is received. Harris reported that the numbers for August for CTAS agreed with the Bank Statements. Harris reported that a total of \$4,069.72 was received during August 2023.

Bills for September: Lueders presented the bills for September 2023 to the Supervisors. After reviewing the bills, a motion was made by Kirchenwitz and seconded by Ellingson 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

Springs for the snowplows: Ellingson stated that he checked into welding the springs on the yellow snowplow. He asked Jake Rosenthal and Rosenthal said it would only take a few hours and he would charge \$60 an hour. Rosenthal said the truck can be brought there any time in October. The welding option will be much less expensive than buying new springs and replacing them. After discussion amongst the supervisors, it was decided to get the snowplow in to Lakes Area Truck Repair so the snowplow can be serviced and ready for the winter season. It was motioned by Kirchenwitz, seconded by Ellingson and passed unanimously that once the truck is done at Lakes Area Truck Repair it will be taken over to Jake's Welding and have the springs welded.

Fire Extinguisher Inspection: Ard reported all the fire extinguishers at the town hall were inspected and recharged two extinguishers. Kirchenwitz stated that being the red truck is not at the shop right now, he will look at the extinguisher when the truck is back and if necessary, buy a new fire extinguisher for the red truck.

EMS Meeting: Ard reported on the Perham EMS meeting he attended on August 21st. Perham EMS stated that they basically will be out of money by December 1st. The hospital in Perham has been holding six months of bills to charge to the Perham EMS. Perham EMS Service is asking for approximately \$200,000 this year and looking at roughly needing roughly \$300,000 for 2024. Perham EMS is hoping that they wouldn't need any extra money after 2024 from the townships. Ard stated that this is basically a done deal. By a vote of 9 to 4, it was decided to charge each township based on population including seasonal residents as well. Ard stated that he figures the amount Dead Lake Township would need to pay this year will be about \$18,000. Ard said the amount for 2024 he figures will be more like \$23,000. Perham EMS will be looking at the financial situation in the next two years and hoping to not need as much money after 2024. Perham EMS has a new director that just started. Perham EMS wants the monies as soon as possible. Ard stated many townships stated they did not have the monies available on short notice. Perham EMS stated they will not charge any interest on the monies currently due. Dead Lake Township would have to look at probably adding this as another fund in our reports. Kirchenwitz stated that for Dead Lake Township to come up with monies on short notice doesn't seem like it would be legal for Perham EMS to demand. All townships set their levies in March for the following year. Ard stated that according to the paperwork he has seen Perham EMS has the right to ask for money when they want. The option of opting out was discussed. If Dead Lake Township chose to opt out of Perham EMS, then Dead Lake Township would still have to fund and have EMS services available to the residents as Perham EMS would not be required to service Dead Lake Township. Kirchenwitz asked Ard if Perham EMS provided a financial statement at this meeting for the townships to be able to see how much money is coming in and where the money is being spent. Ard stated that he did not remember seeing anything. Harris stated that about 2 years ago, the Perham EMS had a balance in their account of about \$900,000, and wonders where all the money has gone. Perham EMS stated they would like to purchase a new ambulance next year. The approval for the new ambulance went through on a 6 to 5 vote. Perham EMS is working with the state legislature to see if there are any government monies available to provide for ambulance services. Kirchenwitz stated that he is going to make some calls and see what he can find out about the Perham EMS situation. The whole board feels that there hasn't been enough openness and information shared with the townships on Perham EMS's part.

NEW BUSINESS

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

Doug Hopwood Approach: Ard reported that Doug Hopwood on 350th Avenue has put about a foot and a half of gravel in the bottom of the ditch as an approach into his field. Hopwood has not submitted an approach request yet for the approach. Ellingson told Hopwood where to find the approach request on the website. Kirchenwitz stated with it being harvest season, to revisit this in October and see if Hopwood has done anything at that point to bring it up to request an approach and bring the approach up to specs.

Ross/Wilson Approach: Rita Wilson stated that they would like to move the location of the approach from the location stated in the application. Ard noted there are not any new stakes indicating where Wilson wants the approach moved to. Kirchenwitz said he would contact Wilson, and this will be put on the October agenda to discuss.

Ditch mowing: The supervisors discussed when to have the second ditch mowing done. Ard stated he thinks it could be any time now. Kirchenwitz stated he would get in contact with Ben Wolden Landscaping and have them mow the ditches as soon as it fits into their schedule.

Noxious Weed Report: Ard gave the report. Doug Hopwood had some thistles around his farmyard this spring. They have been taken care of. Another spot was on Highway 35 at fire number 39991. Doug Hopwood was hired by the landowner to disk the area, smooth it out and plant grass seed. This area has been done. Ard spoke with a person with last name of Fleming that resides at 36591 on County Highway 14. This area is done as well. Two letters were sent out to Eileen Hoyer, one to her Dent Minnesota address, and a second one to her Cedar Lake, Indiana address. Nothing has been done with the weeds and Ard has not heard anything back either. Diane Lund complained about weeds mostly in the township roadway, so Ard went back and cut them down by hand. Travis Friedsam at 36535 County Highway 14 as he had some thistles out by the road at his place and they are taken care of as well.

IRS notification letter: The township received a letter from the IRS stating the payroll deposits were not made on time. Harris stated that for all the years she has been on the board the payroll taxes have been paid quarterly with Form 941. Harris called and spoke with the IRS, filled out a form, attached copies, and sent this to the IRS. Harris was informed that it was a mistake on the part of the IRS and the township can continue to pay the taxes quarterly with the Form 941.

VOTER Account: A letter from Otter Tail County was received about a VOTER Account. In the 2023 law session, \$1.25 million was allocated to counties using a formula. 20% is allocated equally to all counties in Minnesota, and the remaining 80% is allocated based on proportion of registered voters. Of the amount distributed to the counties; 50% is retained by the county, 25% is allocated to the local governments that handle absentee ballots for statewide general elections, and 25% is allocated to cities and townships based on their share of registered voters. The allocation is to be used for election administration purposes. This amount is payable to the township from the County starting this year. The program stays in effect until it is changed by the Legislature. Dead Lake has the option to accept our portion, which would be \$35.14 this year, or we can choose to sign that amount back to the County to spend as they wish. It was motioned by Kirchenwitz, seconded by Ard and carried unanimously to accept the monies every year.

Calendar Items: There were no calendar items for this month.

Housekeeping Items:

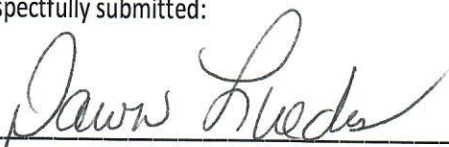
The form from the County to certify our Property Tax Levy was received and Lueders will fill it out based on the Annual Meeting amounts approved and return to the County by the October 1 deadline.

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 October 9th, 2023, at the Dead Lake Township Hall.

Having no further Township business to conduct, Kirchenwitz motioned to adjourn the meeting. Ellingson seconded. Motion carried unanimously. The meeting adjourned at 7:03 p.m.

Respectfully submitted:



Dawn Lueders, Clerk

Approved:



Justin Kirchenwitz, Chairperson

2023 Dead Lake Township Road Tour September 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 the 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. Supervisors will keep checking on the condition of the approximate ½ mile of road in question.

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. The areas that Mr. D's Excavating has done are holding up well. Motion by Kirchenwitz and seconded by Ard to have Mr. D's Excavating cut out and fill the other area. Motion passed unanimously. Mr. D's Excavating has finished cutting out and filling all the areas. The supervisors will keep checking on those sections done this summer until freeze up.

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. **Waiting to see if there will be an appeal. If not, will proceed with the removal of the tree this fall.** Kirchenwitz will let Sazama Road Maintenance know to remove the two trees and stumps sometime before Halloween. This item will move to the regular agenda until completed.

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. All these areas have been cleaned up.**

Legend:

May

June

July

August

September

Date Range : 9/12/2023 To 10/9/2023

<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>
10/03/2023	Best Buy	Renew Geek Squad - computer total tech protection for one year	9577	\$193.26	100-41501-208-	Financial Administration	\$193.26
10/04/2023	Arvig	Internet monthly fee	9578	\$86.95	100-49141-325-36	General Gov't Building and Plant Parking Lots	\$86.95
10/05/2023	United Community Bank	Loan Payment for October 2023	9579	\$1,000.00	285-41501-612-36 285-41501-602-36	Financial Administration Financial Administration	\$166.13 \$833.87
10/09/2023	Lake Region Electric Coop	Electric Bill - September 2023	9580	\$58.29	100-41940-381-49	General Government Buildings and Plant	\$58.29
10/09/2023	Minnesota Revenue	State Withholding tax 3rd Quarter 2023	9581	\$233.85	100-41950-127-	Tax Payments	\$233.85
10/09/2023	Internal Revenue Service	Federal Withholding 3rd Quarter 2023	9582	\$1,685.02	100-41950-127-	Tax Payments	\$1,685.02
10/09/2023	Dave Ellingson	Mileage Reimbursement 40 miles miles	9583	\$26.20	201-41110-331-34	Council/Town Board	\$26.20
10/09/2023	Duane Ard	Mileage Reimbursement 74 miles	9584	\$48.47	201-41110-331-34	Council/Town Board	\$48.47
10/09/2023	Cheryl Harris	Reimbuse - 36 miles	9585	\$23.58	100-41510-331-34	Treasurer	\$23.58
10/09/2023	Tammy Trosdahl	mileage reimbursement; 24 miles	9586	\$15.72	100-41510-331-34	Treasurer	\$15.72

